



Town of Arlington Board of Selectmen

Meeting Agenda

September 21, 2015

7:15 PM

Selectmen's Chambers, 2nd Floor, Town Hall

1. 6:30 P.M. Tour of Central Fire Station
2. Update: Arlington Gateway Project
Andrew P. Flanagan, Deputy Town Manager
3. Discussion: Farewell to Andrew Flanagan
Adam W. Chapdelaine, Town Manager

CONSENT AGENDA

4. Minutes of Special Meeting: August 12, 2015
5. Request: Contractor/Drainlayer License
Express Excavation Inc., Billerica, MA
6. Request: Special (One Day) Beer & Wine License, 9/26/15 @ Regent Theatre for 'Ultrasonic Rock Orchestra - Classic British Rock Extravaganza'
Sal Clemente, URO
7. Request: Special (One Day) Beer & Wine License, 10/3/15 @ Regent Theatre for 'Through the Doors - a Celebration of Jim Morrison and the Doors'
Bill Perrier, Bottom Line Management
8. Request: Special (One Day) Beer & Wine License, 10/16/15 @ Smith Museum, 7 Jason Street, for Arlington Historical Society Wine Reception
George Parsons
9. Request: Special (One Day) Beer & Wine License, 10/23/15 @ Robbins Memorial Town Hall Auditorium for the 5th Annual 'Out on the Town Gala' to support the Arlington Youth Counseling Center
Colleen Leger, Arlington Health & Human Services Charitable Corp.
10. Request: Parking Restriction Waivers on Tufts and Foster Streets, 2015 - 2016 School Year
Deanne Benson, Head of Lesley Ellis School

PUBLIC HEARINGS

11. Request: Theatre License Wine & Malt
Medford Street Theatre Inc., d/b/a Regent Theatre, 7 Medford Street
Leland Stein and Richard Stavros
12. Request: Wine & Malt License

RJM, Inc., d/b/a Sugo Cucina Italiana, 162 Massachusetts Avenue
Josephine Maniscalco and Rudolph Maniscalco

13. Request: Common Victualler and All Alcohol Licenses
Shanghai 3, Inc., d/b/a Shanghai Village Asian Cuisine
434-436 Massachusetts Avenue, Andy Lian

APPOINTMENTS

14. Arlington Cultural Council
Merli Guerra
(term to expire 8/31/2018)

Nilou Moochhala
(term to expire 9/30/2018)
15. Cemetery Commission
Brian Hasbrouck
(term to expire 6/30/2017)
16. For Approval: Board Appointments to the Community Preservation Committee
Adam W. Chapdelaine, Town Manager

LICENSES & PERMITS

17. Request: Food Vendor License
YRCH Inc., d/b/a Fenway Market, 203 Broadway, Yubaraj Chaulagain
18. Request: Common Victualler License
Haan Kaya, Inc., d/b/a Brickstone Café, Bedros Kaya

CITIZENS OPEN FORUM - SIGN IN PRIOR TO BEGINNING OF OPEN FORUM

Except in unusual circumstances, any matter presented for consideration of the Board shall neither be acted upon, nor a decision made the night of the presentation in accordance with the policy under which the Open Forum was established. It should be noted that there is a three minute time limit to present a concern or request.

TRAFFIC RULES & ORDERS / OTHER BUSINESS

19. For Approval: Handicap Parking Sign Request
Deborah Keeley for William Haxton, 15 Peirce Street
20. Presentation: East Arlington Public Art Project - Consultant
Adam W. Chapdelaine, Town Manager
Cecily Miller, Public Art Consultant
21. For Approval: PIGC Recommendations
Steven M. Byrne, Selectman
Adam W. Chapdelaine, Town Manager
Laura Wiener, Asst. Planning Director
22. Update on Mugar Property Site Approval Application
Douglas W. Heim, Town Counsel

CORRESPONDENCE RECEIVED

Thanks to Chief Ryan for His Leadership
Lori Kenschaft on behalf of Rev. Marta Flanagan and John Hodges, First Parish Unitarian
Universalist of Arlington

Need to Designate 'Straight Lane' Across Massachusetts Avenue from Park Avenue

Jeffrey Hadden via Request /Answer Center

Need to Improve Bike Path Safety by Soccer Fields

Barbara Brys, Bedford, MA

NEW BUSINESS

EXECUTIVE SESSION

Next Scheduled Meeting of BoS October 5, 2015.



Town of Arlington, Massachusetts

6:30 P.M. Tour of Central Fire Station



Town of Arlington, Massachusetts

Update: Arlington Gateway Project

Summary:

Andrew P. Flanagan, Deputy Town Manager



Town of Arlington, Massachusetts

Discussion: Farewell to Andrew Flanagan

Summary:

Adam W. Chapdelaine, Town Manager



Town of Arlington, Massachusetts

Minutes of Special Meeting: August 12, 2015

ATTACHMENTS:

Type	Description
<input type="checkbox"/> Reference Material	Draft Special Meeting Minutes

DRAFT MINUTES FOR BOARD APPROVAL

**TOWN OF ARLINGTON
BOARD OF SELECTMEN**

Meeting Minutes
Wednesday, August 12, 2015
7:00 PM
Town Hall Auditorium, 1st Floor, Town Hall

Present: Mr. Greeley, Chair, Mrs. Mahon, Vice Chair, Mr. Dunn, Mr. Curro and Mr. Byrne

Also present: Mr. Flanagan, Deputy Town Manager, Ms. Kowalksi, Planning Director, Ms. Beckwith, Conservation Administrator, Mr. Witten, Special Counsel, and Mr. Heim, Town Counsel

SPECIAL MEETING

1. Special Meeting: Discuss and Receive Comments on the application for a Comprehensive Permit Site Approval Letter for a property known as Thorndike Place (The Mugar Property).

7:00-7:30 p.m. Presentation and comments by NBM Realty/ Arlington Land Realty Representatives: SEB LLC and Oaktree Development
7:30-8:00 p.m. Board of Selectmen questions and comments
8:00-9:30 p.m. Public comments
9:00 p.m. Final comments by the Board of Selectmen

Chairman Greeley called the meeting to order at 7:00 p.m. and outlined the purpose, nature, and structure of the meeting's proceedings, beginning with a presentation from Arlington Land Realty representatives. The Selectmen will vote on Monday, August 17, 2015 on comments to be submitted to MassHousing regarding Arlington Land Realty's Application for Site Approval.

Arlington Land Realty Presentation

Senior Vice President of Marketing for Oaktree Development, Gwendolen Noyes, opened on behalf of Arlington Land Realty. Along with her were Mr. Arthur Kilpfel, President and CEO of Oaktree Development, Ms. Chryse Gibson, Executive Vice President of Oaktree, Mr. Robert Engler of SEB, LLC, and Mr. Mark Beaudry, an Engineer from Meridian Associates.

Mr. Engler recited the MassHousing Site Approval process within the larger context of c. 40B Comprehensive Permit projects, noting that to date, a site walk had been conducted at the Mugar property, and that the MassHousing process is, in his interpretation, a very broad brush review examining traffic, marketing, and conditions of the site among other things. Mr. Engler noted that Arlington Land Realty was not required to provide details to MassHousing or the Selectmen

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under such process, because such details will be examined by Arlington's Zoning Board of Appeals ("ZBA") after site approval is granted by MassHousing.

Ms. Noyes then provided a presentation, some of which repeated an earlier presentation to the general public at the Hardy School, but noting that a new civil engineer, Mr. Beaudry has been retained and is present, because their previous engineer, Mr. Albrecht does not have the kind of expertise that the site demands.

Ms. Noyes further presented Arlington Land Realty's plans and positions, asserting that in their Existing Conditions Plan, the project is "above" the FEMA line, and further, that they propose to bring 10 acres of the current parcels into conservation, making certain improvements to increase wildlife access to wetlands on the site. Ms. Noyes stated that community concerns about parking on the development have been heard and that they could reduce the number of parking spaces in discussions with the ZBA at a future date.

Mr. Beaudry then presented information from an engineering perspective, noting that given his recent retention, he has not delved fully into all the details yet. In his overview, Mr. Beaudry noted the parcels in total make up a 17.7 acre area, with Bordering Vegetative Wetlands in a number of places. He then discussed relevant buffer zones for wetlands as well as the 100-year FloodPlain, displaying slides. He asserted that 6 total acres are above the FloodPlain and discussed some of the relevant State regulations with which the project must comply, but contended that c. 40B only requires "preliminary plans." As such, Arlington Land Realty will bring their plan to a higher level than preliminary design at a later date, with goals of improving existing conditions on the site

Ms. Noyes concluded Arlington Land Realty's presentation by asserting that the project is still primarily about housing, and that 25 percent will be earmarked as "affordable."

Board of Selectmen Questions

Chairman Greeley then provided Members of the Board the opportunity for questions to the Arlington Land Realty representatives.

Selectman Dunn inquired as to how aware developers are of the chronic flooding conditions in the area of the site. Ms. Noyes and Mr. Beaudry stated they had seen pictures of flooding in the area on Facebook, and seen water being pumped out of basements in the area recently.

Mr. Dunn, expressed greater concern noting that flooding in the area of the proposed site is much more historic than a recent issue. He asked how the developers would manage run-off from impervious surfaces. Mr. Beaudry replied that onsite stormwater management resources would be added to the base water storage, and that low impact techniques such as bioretention basins, and additional wells could be implemented.

Mr. Dunn followed up, asking if any such measures were evident on current plans. Mr. Beaudry replied that pervious pavement areas are in the current plans.

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Mr. Dunn then inquired about drainage into adjacent neighborhood drainage systems, to which Mr. Beaudry replied that the site area drains towards Route 2 and is serviced by a number of drainage culverts that need to be cleaned.

Mr. Dunn asserted the plans provided to date simply are not complete enough to enable the Selectmen to evaluate the flooding management and noted that the Board's engineering consultants expressed concern that effective flood management cannot be achieved.

Mr. Engler replied that such concerns are a common problem for 40B projects and that the development team could not answer Mr. Dunn's questions as present. He contends that the ZBA and State DEP will scrutinize these issues further.

In response Mr. Dunn noted that the Board can only evaluate what they have in front of them, stated that there appeared to be discrepancies in the Site Application on how many wetlands are on the site, and expressed concern that the application employed the wrong Floodplain Map (from 1982 rather than 2010).

Finally, Mr. Dunn expressed concern over the application's request for a waiver from the Town's Wetlands Bylaw even as the development team acknowledged that they did not provide detail to the Selectmen and would not do so, while simultaneously promising they could and would improve the site. He

Ms. Noyes replied that the waiver request allows for errors even though they believe they will meet the requirements of Arlington's bylaws. Mr. Engler added that until Arlington Land Realty obtain site approval, they want to protect themselves and contend that they will ultimately have the burden to demonstrate the feasibility of their plans.

Chairman Greeley recognized Special Counsel Jonathan Witten, who disputed Mr. Engler's characterization. Attorney Witten stated that if site approval is granted and an application is submitted to the ZBA, the burden will be upon the ZBA, not the Applicant to demonstrate that the plans are not feasible. As such, he asserted that Arlington Land Realty has the burden to present sufficient information to the Board of Selectmen to provide comment on the Site Approval Application to MassHousing

Selectman Curro conveyed how serious and significant traffic concerns are in his view. He contended that the development would only service only a portion of the residents who will utilize the MBTA and questioned whether or the Applicants have read Arlington's Master Plan and its analysis of the relatively small percentage of residents who use public transportation in Arlington. Mr. Curro believes that access to the proposed development thorough Dorothy Road and Littlejohn Street is contrary to the Master Plan, exacerbates traffic issues, and goes against the promises of the Mugar family in years past. As such, he urged Arlington Land Realty to commit to a drastic reduction of parking spots.

Mr. Engler responded that Arlington Land Realty cannot commit to anything at this juncture. Further he believes the proposed 1.25 parking spots per unit is low.

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Mr. Curro stated that the Master Plan calls out the property as a priority for Town or other conservation acquisition, which it has been for many years, noting that a tentative deal with the Mugar family had been in place five years ago and that the Community Preservation Act affords new resources for acquisition. Therefore, he asked why there is not more momentum to negotiate with the Town.

Mr. Engler responded that he does not know the details of past discussions, and believes the Master Plan deficient in addressing the Town's affordable housing needs.

Mr. Curro reminded the development team that the Board of Selectmen is a policy body and Town Meeting has voted three times to support conserving the property rather than development, to which Mr. Engler responded that the Master Plan is not sufficient to address affordable housing in his view, and that in any even housing is a regional issue that goes beyond Arlington's concerns.

Chairman Greeley recognized Planning Director Carol Kowalski, who corrected that the Master Plan recommends updating the Housing Plan and advised that the Planning Dept. is obtaining a grant to do so. She further averred that Arlington supports both density and affordability in its recent projects such as the Symmes development and others, often at greater densities than other Towns will allow.

Selectman Byrne opened by remarking that he does not want an old law (c. 40B) to disrupt Arlington's progressive views of affordable housing and expressed concern that the proposed project is a profit-driven enterprise. Citing the application's budget documents, he stated there was no detail for the Board to examine. He inquired as to what \$2.5 million in "unusual site conditions" represented for the project.

Mr. Engler answered that they could not comment on that at this time.

Mr. Byrne then asked about representations to media outlets that the developers can improve the site even as they admit that details on such improvements will not be presented at this juncture.

Ms. Noyes answered that the development team believes they can clear blockage areas in the wetlands, and therefore prevent pooling that causes flooding in homes.

Mr. Byrne lamented that there is information in the application to support their claims. He hopes they will address their concerns moving forward in the detail that the Board feels the Town needs and deserves.

Vice Chair Mahon asked the development team if they will commit to withdrawing their request for a waiver of wetlands bylaws given that if granted, it would prevent the Arlington Conservation Commission from directing mitigation that could broadly benefit the neighborhood in terms of flooding conditions. She also inquired about 500-year flood events.

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Mr. Beaudry answered that the development's goal is to make the conditions better, but that the regulations only require them to look at 2-year, 10-year, and 100-year flooding events.

Ms. Mahon commended Ms. Noyes for her commitment to many environmental endeavors. However, she repeated her request that the development team commit to withdrawing pursuit of a waiver of wetlands bylaws, given Arlington intimate knowledge of its natural resource areas, .

Ms. Noyes responded that she cannot commit to that, asserting that the development team volunteered to come to this meeting. She reiterated that their goal is to meeting the requirements of Arlington's bylaws, and that they will provide more detailed information in the future. The will do the best they can.

Ms. Mahon noted her frustration in trying to exercise due diligence, but finding that more details will not be forthcoming before the Board comments to MassHousing. She then inquired about the applicant's commitment to removing invasive vegetation and other like improvements on the site, seeking a 10-12 year commitment as DCR has recommended in other projects.

Ms. Noyes believes as a partnership with the Town could be forged and noted that as development team is willing to deed 10 acres of the site to the Town in perpetuity.

Ms. Mahon then inquired about representations about an off-ramp from Route 2 to access the development, expressing that her understanding is that Mass DOT believes the grade of such a ramp would be steep and potentially dangerous.

Ms. Noyes and Mr. Engler answered that the project is already very complex, but if a 40 application is before the ZBA, they believe they developed the option if the Town was so inclined, but in any event, such plans are far ahead of the Site Approval stage.

Mahon concluded that she has consistently supported preserving this site, expressed appreciation that the development team had come to meet with the Board, but also frustration with the level of information provided.

Arlington State Legislative Delegation

Chairman of Greeley yielded the floor to State Sen. Kenneth Donnelly, Rep. Sean Garballey, and Rep. David Rogers.

Sen. Donnelly spoke for delegation highlighting that members of the delegation met with DCR and reminded them of their commitment to this site as a priority for conservation. Members also met with DOT and asked them to notify them of any proposal to provide access through Route 2, as well as MassHousing.

The delegation strongly advocates for protecting this environmentally sensitive area, which to the Senator's memory includes instances of flooding so severe, water from the Mystic River was flowing up the Alewife Brook. The delegation supports affordable housing, but not on environmentally sensitive areas, and not where 95 percent of Arlington is already residential and dense.

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Public Comment

Mr. Greeley opened the floor to Public Comment, with a limitation of 2 minutes per speaker and a request for organizations to have representatives speak for their members.

- E.K. Khalsa of the Mystic River Watershed Association noted the Associations' opposition to the project, noting the water quality of the Alewife Brook is rated "D" in the latest grading of the waterway, and that the Mugar property is a natural filter and recharges the groundwater for the brook.
- Elizabeth Thompson of the League of Women Voters spoke of long standing flooding problems in the area and the need to protect the property at issue.
- Gail McCormick of Sustainable Arlington and the Spy Pond Condo Association asserted that climate change will make the flooding problem more severe in the coming years. The condos flood insurance rate rose more than five times from the previous rate. She questioned whether is it fair to put affordable housing in a known floodplain.
- Ann LeRoyer of the Open Space Committee stated that the acquisition of this property has been a top priority for the last 5 Open Space Plans, and over 20 years.
- Henry Brush of the Arlington Soccer Club stated that the 1900 players and 300 coaches in his organization, makes it one of the largest in the state. Thorndike field is a significant component of the playing fields and it regularly is flooded as is. Increased flooding would impact them greatly.
- George Laite of the East Arlington Good Neighbor Committee stated that they oppose the project and small changes will not improve conditions. The Committee's representatives also spoke of concerns that the presented information is incomplete. The traffic and safety concerns, as well as the protection of the natural ecosystems demands that more information be forthcoming before any endorsement is given.
- Elsie Fiore, long time resident, read a quote of herself from Sheila Cook's local history "The Great Swamp," stating that the Mugar property... "acts as a sponge."
- John Morvitch of Little John St, stated that "we don't want that project, it will impact the habitat for wildlife, fire and police access will be hampered along with traffic, and we don't want it."
- Jennifer Griffith of Edith St, agreed with the previous statements on traffic problems, and feared accidents will increase as well. She noted that the East Arlington area is very flat, the water has nowhere to go. Compensations and mitigations clog up and fail over time. The developers and Town reviewers need to use up-to -date hydrologic/rainfall data when calculating impacts and designing compensation. Even so, climate change will still make this effort insufficient in the long run. It would be better to have this parcel as protected public land with no development on it.

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- Steve Revilak of Sunnyside Rd, asked several questions on the affordable housing data, and how many units will be affordable, what percentage AMI is the target, and what AMI value is being used? Ms. Noyes responded that 25% of the units will be affordable, with 80% AMI. The lottery for these units extends beyond Arlington.
- John Belskis, town resident, stated that he has worked for many years to on c. 40B issues and is very concerned for East Arlington. He noted that Arlington compares very favorably state-wide in terms of its affordable housing efforts and that 10% of housing could never be achieved here without constructing skyscrapers.
- Kelly Moss of Lake St described the woods as a natural sponge in the floodplain. She has two sump pumps in her basement and flood insurance. She summarized that just because the developers could build a building on that land, doesn't mean they should.
- Neil Martelle resident of East Arlington stated that East Arlington has changed a lot in the last 12 years. He is concerned for traffic safety. He has observed the anger that commuters experience while stuck in the tie ups. The proponents of this project might make a lot of money on this project but at what cost? This project should take a balanced approach.
- Ted Peluso asked the proponents what are they bringing to the project? Where will the homeless people and animals will go when this project is built? They will be displaced into the neighborhoods in his opinion.
- A resident of the East Arlington neighborhood stated that the narrow streets of the immediate neighborhood will be clogged with the extra traffic from the proposed development. She is very concerned for the pedestrians, kids, bikes that also use those small roads.
- Neil Saunders, a 15 year resident, stated that its clear the proponents goal is to make money and skirt our local laws. He cited the example of the Belmont Uplands development off of Acorn Park Drive. When it rains, the stormdrains there go shooting into the air in surcharging.
- Christopher Loreti stated that he is not convinced that the acquisition of the Mugar land is a priority of the Town since they have not spent any money on it. The Community Preservation Act was enacted, by special Town Meeting. He warned that we should all think seriously about what alternative proposal might be for this property.
- Aram Hollman asserted that the swampland is not developable. The owners should either donate it to the Town or place a permanent Conservation easement on it. He also believes that c. 40B should be amended to not trump local bylaws. He asked if it is possible to down zone and remove R5, R6 and R7 from the zoning statutes.
- John Worden of Jason Street described a billboard on the Mugar land, 50 years ago, which stated "future site of Star Market". The sign burned down. Back in 1970, the Mugar asked

DRAFT MINUTES FOR BOARD APPROVAL

for the land to be rezoned as PUD, which was granted. He asked why they do not want to develop according to the zone they requested?

- A female Town Meeting member noted that many Town Meeting members were present at this meeting. They passed the Community Preservation Act and support open space and affordable housing.
- Laura Notten of Arlington Heights, stated that she came to tonight's meeting with an open mind, that potentially there are design solutions to some of these concerns. But at this stage, with only preliminary designs and so many unknowns, she seriously questions whether this project is feasible. The Town deserves more than the absolute minimum, and the Board of Selectmen are justified in their concerns.
- Alison Lane, of Belmont, stated that this is similar to the struggle to protect the Belmont Uplands, with its large habitat disruption. She noted that Mr. Engler also worked as a proponent on that project.
- Deann Dupont, of Precinct 13, spoke of her flooding problems up on a hill, when a neighboring property had a new bigger house and driveway constructed on it. Where are the contingency funds for the future impacts, say in 50 or a hundred years? The tree removal on this land will impact water levels by removing the sponge and temperatures since they cool the area.
- Glenn Koenig, a 40 year resident, stated that he filmed the flood video 15 years ago. He saw a photo of this parcel from 1953, when he was only 3 years old. How many proposals have come up over that time? "Mr. Mugar, let go of this land".
- A Ms. Evans, resident, has reviewed the MassHousing application that states that "groundwater is not in our purview". This is a problem since the stormdrains in that neighborhood surcharge during flood events. Stormwater is connected to groundwater. The proponents have asked for waivers to 28 of the local laws, including a 25% reduction in fees. Ms. Evans asked that the full fees be charged to these proponents.

Concluding Remarks

Vice Chair Mahon made concluding remarks that Arlington Land Realty commits to only 80 parking spaces by only putting 80 spaces in the design. She further stated that the tent city in the woods is also the responsibility of the property owner and that they should do something about it.

Finally she noted that the Town of Arlington fully supports affordable housing through its commitment of significant CDBG funds to affordable housing and the Housing Association of Arlington, a new housing production plan, the CPA, inclusionary zoning, and the Homeless Prevention Fund.

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Mr. Greeley adjourned the meeting at 9:24pm.

A true record: Attest

Douglas W Heim
Town Counsel

Next Scheduled Meeting of BoS August 17, 2015

8-12-15

Documents Used

Agenda Item	
1.	Revision Sustainable Development Scorecard; MA Housing Application Start - 2.5 By-Right Site Plan; MA Housing Application 3.1 Prelim Site Plan - 4.1 Letter of Interest; MA Housing Application 5.1 Letter of Interest – End; Conservation Commission Letter to Board of Selectmen; Nover-Armstrong Analysis and Report; Arlington Redevelopment Board Comments



Town of Arlington, Massachusetts

Request: Contractor/Drainlayer License

Summary:

Express Excavation Inc., Billerica, MA

ATTACHMENTS:

Type	Description
▣ Reference Material	Engineering recommendation, Town application, Meeting notice

From: "Kurt Kelley" <kpkelley@town.arlington.ma.us>
To: "'Fran Reidy'" <FReidy@town.arlington.ma.us>
Cc: "'Eileen Messina'" <EMessina@town.arlington.ma.us>
Date: 09/08/2015 08:28 AM
Subject: Approved Contractor/Drainlayer Application - Express Excavation

Hi Fran,

Attached please find an application that was recently received by our office from a contractor hoping to become licensed to work here in Town. Based on a check of references and information provided on their application, the Town recommends issuance of an Approved Contractor/Drainlayer license to Express Excavation of Billerica, MA.

I will be forwarding a copy of their original application and \$75 Application Fee through interoffice mail this morning.

Thank You.

Town of Arlington

Department of Public Works

Engineering Division

51 GROVE STREET

ARLINGTON, MA 02476

PHONE: 781-316-3386

FAX: 781-316-3281

[WEB](#)



TOWN OF ARLINGTON DEPARTMENT OF PUBLIC WORKS

APPLICATION FOR TOWN OF ARLINGTON DPW CONTRACTOR LICENSE

Directions: Please complete ALL fields below and deliver the completed application to the Department of Public Works Engineering Department at 51 Grove Street for Processing and Submission to the Board of Selectmen. Please also include in your submission a \$75.00 application fee in the form of a check payable to the "Town of Arlington". Any questions regarding this application form or procedure should be directed to the Town of Arlington Engineering Department at 781-316-3386.

Scope of Work

Please indicate the scope of work you intend to perform as a DPW Approved Contractor in the Town of Arlington (check all that apply):

☒ Water ☒ Sanitary Sewer ☒ Stormwater Drainage ☒ Sewer/Drain Inspection ☒ Driveway Work ☒ Curb/Sidewalk Work

Applicant Information

Applicant/Firm Name: Express Excavation Inc.

Select One: ☒ Corporation ☐ Partnership ☐ Proprietorship ☐ Other: _____

Street Address: 56 Sullivan Rd City/Town: Billerica State: Ma

Primary Phone: 508-328-5507 E-mail: expressexcavation@gmail.com

Length of Time in Business under the same Firm Name: 25 years -

Full Name(s) of Principal(s): Gilbert Gaudet

Primary Contact Person: Gilbert Gaudet

Experience/Previous Work

Nature of Typical/Standard Work: Excavation of site work and utilities

Have you ever performed this type of work in Arlington: ☐ Yes ☒ No

If Yes, Please provide Location: _____ Approximate Date: _____

Total Amount of such construction this year: 300,000

Total Amount of such construction last year: 280,000

Total Amount of such construction next previous year: 350,000

Municipal References - Please Attach Written Reference Letters

Municipality: Belmont DPW.

Primary Contact Name: Peter Castanmo Email: _____

Municipality: Woburn DPW.

Primary Contact Name: Fred Russell. Email: _____

Municipality: Woburn DPW.

Primary Contact Name: Jay Duran. Email: _____

Banking/Financial References - Please Attach Written Reference Letters if Available

Bank Reference: Santander Bank Phone: 978-250-2422

Federal Tax ID or Social Security _____

Note to Town Staff: Redact Social Security # before releasing document

Your social security number or federal identification number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Licenses who fail to correct their non-filing or delinquency will be subject to license suspension or revocation. This request is made under the authority of Massachusetts General Law, Chapter 62C, Section 49A.

Signature/Endorsement

By signing below, I certify that under the penalties of perjury that to the best of my knowledge and belief all information on this application is true and correct. I also certify by signature below that I/we have filed all state tax returns and paid all state taxes as required by law. I also hereby agree to conform in all respects to the conditions governing such license as printed in the By-Laws of the Town, and such other rules and regulations as the Selectmen and/or Department of Public Works may establish.

Applicant Signature: Gilbert Gaudet President Date: 9/1/15

Reset Form

Print Form

OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR
DIANE M. MAHON, VICE CHAIR
DANIEL J. DUNN
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

September 9, 2015

Gilbert Gaudet
Express Excavation, Inc.
56 Sullivan Road
Billerica, MA 01862

Dear Mr. Gaudet:

The Board of Selectmen will be discussing your request for a License to do Drainlaying in the Town of Arlington on Monday, September 21st in the Selectmen's Chambers, Town Hall, 2nd Floor. The meeting begins at 7:15 p.m. Although it is not a requirement that you attend the meeting, you are invited to be in attendance.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script, reading "Marie A. Krepelka", followed by a small flourish.

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Request: Special (One Day) Beer & Wine License, 9/26/15 @ Regent Theatre for 'Ultrasonic Rock Orchestra - Classic British Rock Extravaganza'

Summary:

Sal Clemente, URO

ATTACHMENTS:

Type	Description
▢ Reference Material	Special Beer and Wine Application

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL ALCOHOL LICENSE APPLICATION

Name of Applicant: **SAL CLEMENTE / Ultrasonic Rock Orchestra**

Address, phone & e-mail contact information: **22 Gorham Rd, #2, Medford, MA 02155,**
sclemente@verizon.net, 617-233-9469

Name & address of Organization for which license is sought: **Same as**
Above

Does this Organization hold nonprofit status under the IRS Code? **X** **No**

Name of Responsible Manager of Organization (if different from above):

Address, phone & e-mail contact information:

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? **NO** If so, please give date(s) of special licenses and/or applications and title of event(s).

Is this event an annual or regular event? If so, when was the last time this event was held and at what location?

THE ULTRASONIC ROCK ORCHESTRA PERFORMS REGULARLY AT THE REGENT
THEATRE—SEVERAL TIMES PER
YEAR.

24-Hour contact number for Responsible Manager on Event date:

organization: 617-233-9469 _venue: 617-694-6612

Title of Event: **"URO—CLASSIC BRITISH ROCK EXTRAVAGANZA"**

Date/time of Event: Saturday, September 26, 2015 at 8pm (doors at 7:30pm)

Location of Event: Regent Theatre

Location/Event Coordinator: Leland Stein

Method(s) of invitation/publicity for Event Email newsletter, facebook, website, print and online media and event listings

Number of people expected to attend: 250-300

Expected admission/ticket prices: \$25.00

Expected prices for food and beverages (alcoholic and non-alcoholic): \$5 PER 12 OZ. CUP OF BEER OR 4 OZ. CUP OF WINE. \$2 FOR BOTTLED WATER

Will persons under age 21 be on premises?
YES

If "yes," please detail plan to prevent access of minors to alcoholic beverages. **PATRONS WILL BE CARDDED / ASKED TO PRESENT VALID I.D. TO MAKE SURE THEY ARE 21 AND OLDER. ONLY ONE DRINK PER CUSTOMER PER VISIT TO THE BAR. HANDS WILL BE STAMPED OR WRISTBANDS GIVEN AFTER I.D. IS CHECK AND APPROVED.**

Have you consulted with the Department of Police Services about your security plan for the Event?
YES

OFFICE USE ONLY

For Police Chief, Operations Commander, or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

Det. Corey P. Roteau
Det. Corey P. Roteau
Printed name/title

Date 9/15/15

POLICE COMMENTS:

Request at least two safety officers,

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.)

Beer & Wine

What types of food and non-alcoholic beverages do you plan to serve at the Event? TYPICAL MOVIE THEATER CONCESSIONS: POPCORN, CANDY, SOFT DRINKS

Who will be responsible for serving alcoholic beverages at the Event? NICHOLAS WRIGHT OR OTHER T.I.P.S. CERTIFIED BARTENDERS

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

TIPS CERTIFICATION OR OTHER GOVERNMENT APPROVED CERTIFICATION.
(BOS HAS MR. WRIGHT'S CERTIFICATION ON FILE).

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

NICHOLAS WRIGHT. DOB ON FILE, BUT CAN BE PROVIDED IF NECESSARY.
IF ALTERNATE BARTENDER IS USED, REGENT THEATRE WILL PROVIDE NAME, DOB, AND PROOF OF CERTIFICATION

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc) HARPOON BEVERAGES FOR BEER; HUB WINE CORP FOR WINE

Date of Delivery: FRIDAY, SEPTEMBER 25, 2015
Alcohol Serving Time (s): 7:30-10:00PM

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?
Arrangements will be made to have excess alcohol transported from the premises and returned to the distributor prior to the expiration date and time of any special alcohol license issued for this event.

Date of Pick up: Monday, September 28, 2015

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.) BOS HAS ON FILE

Please submit this completed form and filing fee to the Board of Selectmen at least 21 days before your Event. Failure to provide complete information may delay the processing of your application.

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature: 

Printed name: **SAL CLEMENTE**

Printed title & Organization name: **BAND MANAGER, ULTRASONIC ROCK ORCHESTRA**

Email: **sclemente@verizon.net**



9/3/15

Security Plan for “Ultrasonic Rock Orchestra —Classic British Rock Extravaganza”
Saturday, 9/26/15

- 1) Beer & wine sold in one clearly designated area in the back of the theatre
- 2) There are at least two people on duty at “bar” area
 - a) Bartender (TIPS certified)
 - b) Seller/Cashier (everyone must show ID and only one drink can be sold to that person)
 - c) Manager on duty who checks in on the bar area throughout the night
 - d) All have cell phones in case of a problem.
- 3) Public admitted to the theatre no sooner than 30 to 60 minutes before show time. Beer & wine sold from that period to the end of intermission (approx. 2-2.5 hours only), well before the actual ending of the event.
- 4) Liquor can only be consumed in the main theatre area.
- 5) We serve 12oz beers and 4oz wines.
- 6) Regent Co-owners Leland Stein and/or Rick Stavros are on duty and available for all shows.
- 7) If co-owners are not available, a bouncer/security person will be stationed in the bar area
- 8) In case of a problem, the server or seller is to contact person on duty/security.
- 9) In the case of an emergency they are to call the police.
- 10) Both the seller and the bartender have been instructed and trained to refuse selling or serving alcohol to anyone they have determined to have been drinking excessively outside the premises before the event, or during the event itself.
- 11) Ticket holders will be instructed to park in the municipal lot across the street or street parking where available.
- 12) There will be announcement at start of event pointing out emergency exits, and procedures for an emergency evacuation.
- 13) If no police detail present, the Regent Manager will make sure crowd is orderly on sidewalk and not spilling out into the street, through the use of Private Security.
- 14) If police detail present and the bar area is crowded, management will request a police officer to be as close to bar area as possible.
- 15) When advance ticket sales warrant it, a police detail will be hired for security. Otherwise, Regent management will provide security.
- 16) A police detail will be hired by the event organizer if 150 or more patrons are expected; two police details if more than 300.



Town of Arlington, Massachusetts

Request: Special (One Day) Beer & Wine License, 10/3/15 @ Regent Theatre for 'Through the Doors - a Celebration of Jim Morrison and the Doors'

Summary:

Bill Perrier, Bottom Line Management

ATTACHMENTS:

Type	Description
▣ Reference Material	Special Beer and Wine Application

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL ALCOHOL LICENSE APPLICATION

Name of Applicant: **BILL PERRIER / BOTTOM LINE MANAGEMENT**

Address, phone & e-mail contact information: **490 Commonwealth Rd
Wayland MA 01778, bottomline74@gmail.com
508-740-3082**

Name & address of Organization for which license is sought: **Same as
Above**

Does this Organization hold nonprofit status under the IRS Code? **X** No

Name of Responsible Manager of Organization (if different from above):

Address, phone & e-mail contact information:

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? **NO** If so, please give date(s) of special licenses and/or applications and title of event(s).

Is this event an annual or regular event? If so, when was the last time this event was held and at what location?

NO.

24-Hour contact number for Responsible Manager on Event date:

508-740-3082 (Organization) 617-694-6612 (Venue)

Title of Event: **"Through The Doors – a celebration of Jim Morrison and The Doors"**

Date/time of Event: **Saturday, October 3rd, 2015 at 8pm (doors at
7:30pm)**

Location of Event: Regent Theatre

Location/Event Coordinator: Leland Stein

Method(s) of invitation/publicity for Event Email newsletter, facebook, website, print and online media and event listings

Number of people expected to attend: 125-175

Expected admission/ticket prices: \$25.00

Expected prices for food and beverages (alcoholic and non-alcoholic): \$5 PER 12 OZ. CUP OF BEER OR 4 OZ. CUP OF WINE. \$2 FOR BOTTLED WATER

Will persons under age 21 be on premises?
YES

If "yes," please detail plan to prevent access of minors to alcoholic beverages. PATRONS WILL BE CARDERD / ASKED TO PRESENT VALID I.D. TO MAKE SURE THEY ARE 21 AND OLDER. ONLY ONE DRINK PER CUSTOMER PER VISIT TO THE BAR. HANDS WILL BE STAMPED OR WRISTBANDS GIVEN AFTER I.D. IS CHECK AND APPROVED.

Have you consulted with the Department of Police Services about your security plan for the Event?
YES

OFFICE USE ONLY
OFFICE USE ONLY

For Police Chief, Operations Commander, or designee:

For Police Chief, Operations Commander, or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

dc. Cory J. Roten

Date 9/15/15
Date

Printed name/title

Printed name/title

POLICE COMMENTS:

POLICE COMMENTS:

Request at least one safety detail.

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.)

Beer & Wine

What types of food and non-alcoholic beverages do you plan to serve at the Event? TYPICAL
MOVIE THEATER CONCESSIONS: POPCORN, CANDY, SOFT DRINKS

Who will be responsible for serving alcoholic beverages at the Event? NICHOLAS WRIGHT
OR OTHER T.I.P.S. CERTIFIED BARTENDERS

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

TIPS CERTIFICATION OR OTHER GOVERNMENT APPROVED CERTIFICATION.
(BOS HAS MR. WRIGHT'S CERTIFICATION ON FILE).

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

NICHOLAS WRIGHT. DOB ON FILE, BUT CAN BE PROVIDED IF NECESSARY.
IF ALTERNATE BARTENDER IS USED, REGENT THEATRE WILL PROVIDE NAME, DOB, AND PROOF OF CERTIFICATION

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc) **HARPOON BEVERAGES FOR BEER; HUB WINE CORP FOR WINE**

Date of Delivery: FRIDAY, OCTOBER 2, 2015

Alcohol Serving Time (s): 7:30-10:00PM

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?
Arrangements will be made to have excess alcohol transported from the premises and returned to the distributor prior to the expiration date and time of any special alcohol license issued for this event.

Date of Pick up: **Monday, October 5, 2015**

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.) **BOS HAS ON FILE**

Please submit this completed form and filing fee to the Board of Selectmen at least 21 days before your Event. Failure to provide complete information may delay the processing of your application.

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature: William Bill Perrier

Printed name: BILL PERRIER

Printed title & Organization name: OWNER, BOTTOM LINE MANAGEMENT

Email: bottomline74@gmail.com



9/10/15

Security Plan for “Through the Doors-Celebration of the Doors” Saturday, 10/3/15

- 1) Beer & wine sold in one clearly designated area in the back of the theatre
- 2) There are at least two people on duty at “bar” area
 - a) Bartender (TIPS certified)
 - b) Seller/Cashier (everyone must show ID and only one drink can be sold to that person)
 - c) Manager on duty who checks in on the bar area throughout the night
 - d) All have cell phones in case of a problem.
- 3) Public admitted to the theatre no sooner than 30 to 60 minutes before show time. Beer & wine sold from that period to the end of intermission (approx. 2-2.5 hours only), well before the actual ending of the event.
- 4) Liquor can only be consumed in the main theatre area.
- 5) We serve 12oz beers and 4oz wines.
- 6) Regent Co-owners Leland Stein and/or Rick Stavros are on duty and available for all shows.
- 7) If co-owners are not available, a bouncer/security person will be stationed in the bar area
- 8) In case of a problem, the server or seller is to contact person on duty/security.
- 9) In the case of an emergency they are to call the police.
- 10) Both the seller and the bartender have been instructed and trained to refuse selling or serving alcohol to anyone they have determined to have been drinking excessively outside the premises before the event, or during the event itself.
- 11) Ticket holders will be instructed to park in the municipal lot across the street or street parking where available.
- 12) There will be announcement at start of event pointing out emergency exits, and procedures for an emergency evacuation.
- 13) If no police detail present, the Regent Manager will make sure crowd is orderly on sidewalk and not spilling out into the street, through the use of Private Security.
- 14) If police detail present and the bar area is crowded, management will request a police officer to be as close to bar area as possible.
- 15) When advance ticket sales warrant it, a police detail will be hired for security. Otherwise, Regent management will provide security.
- 16) A police detail will be hired by the event organizer if 150 or more patrons are expected; two police details if more than 300.



Town of Arlington, Massachusetts

Request: Special (One Day) Beer & Wine License, 10/16/15 @ Smith Museum, 7 Jason Street, for Arlington Historical Society Wine Reception

Summary:

George Parsons

ATTACHMENTS:

Type	Description
<input type="checkbox"/> Reference Material	Special Alcohol License Application

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL ALCOHOL LICENSE APPLICATION

Name of Applicant: Arlington Historical Society, 7 Jason St, Arlington, MA
02476

Address, phone & e-mail contact information: George Parsons, 23 Brewster Rd, Arlington, MA
02476 617 823 7259 ghp Parsons@msn.com

Name & address of Organization for which license is sought: same

Does this Organization hold nonprofit status under the IRS Code? ☒ Yes ☐ No

Name of Responsible Manager of Organization (if different from above): Stuart Brorson
Address, phone & e-mail contact information: , 7 Kensington Park, Arlington, MA 02476 781 648
2628 sdb@cloud9.net

Has the Applicant or Organization applied for and/or been granted a special liquor license this
calendar year? ☐ No ☐ If so, please give date(s) of Special Licenses and/or applications and
title of event(s).

N/A

Is this event an annual or regular event? If so, when was the last time this event was held and at what
location?

This event has not previously been held

24-Hour contact number for Responsible Manager on Event date: George Parsons 617 823
7259

Title of Event: Arlington Historical Society Wine
Reception

Date/time of Event: Friday October 16, 2015 5:30-8:30 pm -

Location of Event: _____ Smith Museum adjacent to the Jason Russell House _____

Location/Event Coordinator: _____ George Parsons _____

Method(s) of invitation/publicity for Event: _____ Ticket sales/postcard/on line groups _____

Number of people expected to attend: _____ 200 _____

Expected admission/ticket prices: _____ \$25 registration required _____

Expected prices for food and beverages (alcoholic and non-alcoholic): _____ \$5 for wine, \$2 for waters/soda _____

Will persons under age 21 be on premises? _____ No _____

If "yes," please detail plan to prevent access of minors to alcoholic beverages. _____ See below _____

Have you consulted with the Department of Police Services about your security plan for the Event? _____ yes-the security plan has been sent to Corey Rateau along with this application _____

OFFICE USE ONLY

For Police Chief, Operations Commander, or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

Off. Corey P. Rateau Date 9/11/15
Off. Corey P. Rateau
Printed name/title

POLICE COMMENTS:

Request at least one police detail.

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.)

red and white
wines

What types of food and non-alcoholic beverages do you plan to serve at the Event? _____
_____fruits/cheeses/sweet
treats/waters/sodas _____

Who will be responsible for serving alcoholic beverages at the Event? _____
_____Premier Bartending/Ed Garland_. He will check ID's on younger appearing attendees
and will not serve underage people _____

What training or certification in responsible alcohol service does this person have? Please attach
certificate or other proof of training for at least one person who will have responsibility for serving
alcoholic beverages at each point of service and who will be present for the entire Event.

_____See attached Tips

Certificate _____

Please list the names and dates of birth for all people who will be responsible for serving alcoholic
beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

_____Ed Garland

10/3/68 _____

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the
ABCC website: www.mass.gov/abcc) _____

_____Atlas Liquors, Inc., 156 Mystic Ave, Medford, MA

Date of Delivery: _____Afternoon of October 16, 2015_____

Alcohol Serving Time (s): _____5:30 pm- 8:30 pm_____

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?

_____George Parsons will take back to Atlas Liquors any excess alcohol on the date of the
event immediately after the
event _____

Date of Pick-Up: _____October 16, 2015_____

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any
relevant insurance coverage for the Event, included but not limited to General Liability and Liquor
Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance
coverage.) _____See attached _____

**Please submit this completed form and filing fee to the Board of Selectmen
at least 21 days before your Event. Failure to provide complete
information may delay the processing of your application.**

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature: 

Printed name: _____
George H Parsons _____

Printed title & Organization name: __Trustee, Arlington Historical
Society _____

Email: ghparsons@msn.com _____



Arlington Historical Society
7 Jason St, Arlington, Ma. 02476

8 September 2015

SECURITY PLAN FOR ARLINTON HISTORICAL SOCIETY WINE RECEPTION

The Arlington Historical Society WINE RECEPTION is a fundraising event sponsored by the Arlington Historical Society. An organizing committee of twelve members of the organization is responsible for the event. George Parsons who is a Trustee and former member of the Board of Directors of that organization is the chair of the planning committee.

The event is scheduled for Friday night, October 16th, 2015, 5:30 pm to 8:30 pm, at the Smith Museum at 7 Jason St next to the Jason Russell House.

A One-Day Permit has been submitted to the Selectmen's Office.

This is the Security Plan.

Tickets will be sold on line at Eventbrite for the event. We anticipate approximately 200 people to attend. Guests will come and go during the duration of the party - it is not anticipated that everyone will be at the event at the same time. Only legal age adults will be allowed to attend.

As other people arrive at the bar they will be asked for an ID to verify their age by the bartenders if there is any question as to their age.

George Parsons will be the event coordinator for the event. Gregory Stathopoulos will be the custodian for the event. A committee of volunteers from the Arlington Historical Society will also be staffing the party. All these people will be responsible for ensuring that the event runs smoothly. Patsy Kraemer and Alan Jones are members of the Committee and have agreed to lend their experience in crowd control to the event.

A police detail will be hired for the event (if required). This officer will be available to help with any emergency situations that may arise.

Parking for the event will be available on Jason St and on the side streets, as well as on Mass. Ave.

Please advise if there are other items that we need to consider.



GORDO-5

OP ID: JL

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/12/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Roblin Insurance Agency, Inc. 144 Gould Street, Suite 100 Needham, MA 024942321 Roblin Insurance Agency, Inc	CONTACT NAME: Roblin Insurance Agency, Inc	FAX (A/C, No): 781-449-8976	
	PHONE (A/C, No, Ext): 781-455-0700	E-MAIL ADDRESS:	
INSURED Premier Bartending & Beverage Service, Inc. PO Box 310 Waltham, MA 02451	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Travelers Insurance		36161
	INSURER B : U.S. Liability Ins. Co.		
	INSURER C : Torus Specialty Insurance Co.		
	INSURER D :		
	INSURER E :		
INSURER F :			

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.


INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			680-4B652113-15-42	03/11/2015	03/11/2016	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
B	<input checked="" type="checkbox"/> Liquor Liability			CL1569703B	03/11/2015	03/11/2016	MED EXP (Any one person) \$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$ 1,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE \$ 3,000,000
	OTHER:						PRODUCTS - COMP/OP AGG \$ 3,000,000
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS						PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS						
	<input type="checkbox"/> NON-OWNED AUTOS						
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB						EACH OCCURRENCE \$ 9,000,000
	<input type="checkbox"/> CLAIMS-MADE			88915C142ALI	03/11/2015	03/11/2016	AGGREGATE \$ 9,000,000
	DED <input type="checkbox"/> RETENTION \$						
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N					E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> N/A					E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Issued as evidence of Insurance.

CERTIFICATE HOLDER

CANCELLATION

ISSUEDF ISSUED AS EVIDENCE OF INSURANCE	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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Issued: 12/1/2014

ID#: 38942

Expires: 12/1/2015

Trainer Year: 11

Edward R Garland, Jr.

28 Saunders St

North Weymouth, MA 02191-1014

Trainer Certification Card



Town of Arlington, Massachusetts

Request: Special (One Day) Beer & Wine License, 10/23/15 @ Robbins Memorial Town Hall Auditorium for the 5th Annual 'Out on the Town Gala' to support the Arlington Youth Counseling Center

Summary:

Colleen Leger, Arlington Health & Human Services Charitable Corp.

ATTACHMENTS:

Type	Description
▣ Reference Material	Special Beer and Wine Application

RECEIVED
SELECTMEN'S OFFICE
ARLINGTON, MA 02174

OFFICE OF THE BOARD OF SELECTMEN 9 08 AM '15



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL ALCOHOL LICENSE APPLICATION

Name of Applicant: Arlington Health and Human Services Charitable Corp.

Address, phone & e-mail contact information: 670R Massachusetts Avenue, Arlington, MA 02476
cleger@town.arlington.ma.us; 781-316-3259

Name & address of Organization for which license is sought: _____

Does this Organization hold nonprofit status under the IRS Code? Y Yes No

Name of Responsible Manager of Organization (if different from above):
Colleen Leger

Address, phone & e-mail contact information: Same as above

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? No If so, please give date(s) of Special Licenses and/or applications and title of event(s). _____

Is this event an annual or regular event? If so, when was the last time this event was held and at what location?

Yes, the Gala was held at the Arlington Town Hall last year on October 24th

24-Hour contact number for Responsible Manager on Event date: 617-851-8068

Title of Event: 5th Annual Out on the Town Gala in support of the Arlington Youth Counseling Center

Date/time of Event: Friday, October 23rd, 2015; 7:00-10:00pm

Location of Event: Arlington Town Hall

Location/Event Coordinator: Patsy Kraemer; Event Site Coordinator

Method(s) of invitation/publicity for Event: Invitations; Traditional and Social Media; Posters/Flyers

Number of people expected to attend: 250-300

Expected admission/ticket prices: \$50 in advance; \$60 at the door

Expected prices for food and beverages (alcoholic and non-alcoholic): Food included in ticket prices; \$5 for beer and wine ; \$1 for soda and water

Will persons under age 21 be on premises? No

If "yes," please detail plan to prevent access of minors to alcoholic beverages. _____

Have you consulted with the Department of Police Services about your security plan for the Event?
Yes, have consulted with Officer Rateau

OFFICE USE ONLY

For Police Chief, Operations Commander, or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

Off. Corey P. Rateau Date 9/16/15
Off. Corey P. Rateau
Printed name/title

POLICE COMMENTS:

Request two safety details

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.)

Beer and wine only

What types of food and non-alcoholic beverages do you plan to serve at the Event? _____

Stationary and passed hors d'oeuvres, desserts, soda, water, coffee and tea

Who will be responsible for serving alcoholic beverages at the Event? _____

Premier Bartending and Beverage Service

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

There will be two servers, both of whom are over 21 and TIPS trained

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

Jennifer Carter-Battaglino 11/25/1969

Molly Bettercourt 5/11/88

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc) Atlas Liquors

Date of Delivery: 10/23/2015

Alcohol Serving Time (s): 7:00-10:00pm

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?
Atlas Liquors will pick up any excess alcoholic beverages by Monday, October 26th.

Date of Pick-Up: The latest- Monday October 26th.

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.)

Please submit this completed form and filing fee to the Board of Selectmen at least 21 days before your Event. Failure to provide complete information may delay the processing of your application.

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature: Colleen P. Leger

Printed name: Colleen P. Leger

Printed title & Organization name: Executive Director of Arlington Youth Counseling Center

Email: cleger@town.arlington.ma.us

AYCC *Out on the Town Gala* 2015

Friday, October 23, 2015

7-10pm

Arlington Town Hall

Security Plan

The fifth annual *Out on the Town Gala* to support the Arlington Youth Counseling Center will be held on Friday, October 23, 2015 from 7-10pm at the Arlington Town Hall. The event will be catered by Whole Foods Arlington and over 250 people are expected to attend. As in the past four years, two police officers will be hired to assist with event security. All attendees will be over the age of 21 and all attendees will be screened at the door. All event participants will have a name badge as a way to identify anyone that may have entered without being screened.

Each officer will be available to assist with any issues that may arise onsite at the event. At the beginning and end of the evening, one officer will be available to assist residents with crossing Mass Ave. The other officer will be in the Town Hall floating to prevent any issues. Each bartender is over the age of 21, and is TIPS certified. No person will be over served.

This is the fifth year hosting this event. As in past years, there will be a clear organizational structure in place to run the event. There will be one designated person solely responsible for the bar and monitoring the crowd for any issues. Any issues identified will be brought to a previously designated staff person from the Arlington Youth Counseling Center and the Police Officer in charge. There will also be 2 Fire Fighters hired for site safety as crowd monitors. All exits will be clearly lit and will be entirely accessible in the event of a necessary evacuation.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/12/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Roblin Insurance Agency, Inc. 144 Gould Street, Suite 100 Needham, MA 024942321 Roblin Insurance Agency, Inc		CONTACT NAME: Roblin Insurance Agency, Inc PHONE (A/C, No, Ext): 781-455-0700 FAX (A/C, No): 781-449-8976 E-MAIL ADDRESS:		
INSURED Premier Bartending & Beverage Service, Inc. PO Box 310 Waltham, MA 02451		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A : Travelers Insurance		36161
		INSURER B : U.S. Liability Ins. Co.		
		INSURER C : Torus Specialty Insurance Co.		
		INSURER D :		
		INSURER E :		
INSURER F :				

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.


INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			680-4B652113-15-42	03/11/2015	03/11/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
B	<input checked="" type="checkbox"/> Liquor Liability GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			CL1569703B	03/11/2015	03/11/2016	MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$ <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE			88915C142ALI	03/11/2015	03/11/2016	EACH OCCURRENCE \$ 9,000,000 AGGREGATE \$ 9,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input type="checkbox"/> N/A						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Town of Arlington is additional insured with regard to liability of the named insured.

CERTIFICATE HOLDER

CANCELLATION

TOWNAR1 Town of Arlington Town Hall 730 Massachusetts Ave. Arlington, MA 02476	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
---	---

IMPORTANT: Keep a copy of this card for your records. Write down your certification number because you will need it when contacting TIPS. For assistance or additional information, contact Health Communications, Inc. by using the information provided on the reverse side of your certification card. There is a minimal charge for a replacement card if your original card becomes lost, damaged or stolen.

tips eTIPS On Premise 2.0 SSN: XXX-XX-XXXX

Issued: 8/6/2013 Expires: 8/6/2016
ID#: 3541707 D.O.B.: XX/XX/XXXX

Molly Bettencourt
1611 Williams St
Dighton, MA 02715-1020

For service visit us online at www.gettips.com

IMPORTANT: Keep a copy of this card for your records. Write down your certification number because you will need it when contacting TIPS. For assistance or additional information, contact Health Communications, Inc. by using the information provided on the reverse side of your certification card. There is a minimal charge for a replacement card if your original card becomes lost, damaged or stolen.

TIPS® eTIPS On Premise 2.0
Issued: 6/25/2014
ID#: 3757062
SSN: XXX-XX-XXXX
Expires: 6/25/2017
D.O.B.: XX/XX/XXXX

Jennifer Carter-Battaglinio
Po Box 15525
Boston, MA 02215-0009

For service visit us online at www.gettips.com



Town of Arlington, Massachusetts

Request: Parking Restriction Waivers on Tufts and Foster Streets, 2015 - 2016 School Year

Summary:

Deanne Benson, Head of Lesley Ellis School

ATTACHMENTS:

Type	Description
▣ Reference Material	Correspondence from Deanne Benson, Meeting Notice



41 Foster Street ■ Arlington, Massachusetts 02474-6813

RECEIVED
SELECT MEN'S OFFICE
8/21/15 10:22 AM '15



**lesley
ellis
school**

a schools for children program

781.641.5987 *tel*

781.641.1052 *fax*

August 20, 2015

Office of the Board of Selectmen
Town of Arlington
730 Mass. Ave.
Arlington, MA 02476-4908

Dear Board Members,

We are writing to request that the parking restrictions ("Residents Only, 7:00 a.m.-5:00 p.m., Monday – Saturday") on Tufts and Foster Streets be waived on the following dates and times during the 2015-2016 school year:

Tuesday, September 8: School Visiting Time, 9:00-11:00 a.m.,
Wednesday, September 9: 12:00 Dismissal (first day of school), 11:30 a.m.-12:30 p.m.
Wednesday, November 25: 12:00 Dismissal, 11:45 a.m.-12:15 p.m.
Tuesday, December 15: 12:30 Dismissal, 12:15-12:45 p.m.
Tuesday, January 13: 12:30 Dismissal, 12:15-12:45 p.m.
Tuesday, February 2: 12:30 Dismissal, 12:15-12:45 p.m.
Tuesday, March 17: 12:30 Dismissal, 12:15-12:45 p.m.
Saturday, March 19: Fund Raising Event, 6:00-10:00 p.m. (courtesy notice)
Tuesday, April 5: 12:30 Dismissal, 12:15-12:45 p.m.
Wednesday and Thursday, April 13 and 14: Grades 1&2 Musical, 8:30-10:00 a.m.
Saturday, April 30: Used Clothing Sale, 8:00-11:00 a.m.
Friday, May 6: Spring Visiting Day and 12:30 Dismissal, 8:00 a.m.-12:45 p.m.
Wednesday, May 18: Parent Breakfasts, 8:30-10:00 a.m.
Tuesday, June 14: Graduation, 6:30-9:00 p.m. (courtesy notice)
Wednesday, June 15: 12:00 Dismissal (last day of school), 11:45 a.m.-12:30 p.m.

We anticipate that there will be many cars parked on Tufts and Foster Streets on these dates and times. There may also be a couple of additional events that are not scheduled at this time.

Feel free to contact me if you have any questions about this request.

Sincerely,

Deanne Benson
Head of School



41 Foster Street ■ Arlington, Massachusetts 02474-6813



lesley
ellis
school

a schools for children program

781.641.5987 *tel*

781.641.1052 *fax*

August 20, 2015

Dear Neighbors,

We are requesting that the Board of Selectmen waive the parking restrictions ("Residents Only, 7:00 a.m.-5:00 p.m., Monday – Saturday") on Tufts and Foster Streets on the following dates and times during the 2015-2016 school year:

Tuesday, September 8: School Visiting Time, 9:00-11:00 a.m.,
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 Tuesday, June 14: Graduation, 6:30-9:00 p.m. (courtesy notice)
 Wednesday, June 15: 12:00 Dismissal (last day of school), 11:45 a.m.-12:30 p.m.

We anticipate that there will be many cars parked on Tufts and Foster Streets on these dates and times. There may also be a couple of additional events that are not scheduled at this time, and that the Friday, May 8 (Spring Visiting Day) date may be changed.

Feel free to contact me if you have any questions about this request.

Sincerely,

Deanne Benson
 Head of School

OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR
DIANE M. MAHON, VICE CHAIR
DANIEL J. DUNN
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

September 9, 2015

Deanne Benson
Lesley Ellis School
41 Foster Street
Arlington, MA 02474

Dear Ms. Benson:

We are in receipt of your correspondence of August 20th in which you request waivers to the parking restrictions on Tufts and Foster Streets. Your request will appear on the September 21st Selectmen's Agenda under "Consent Agenda". Although it is not necessary for you to be in attendance, you may do so if you are so inclined.

If you have any questions, please do not hesitate to contact this office.

Very truly yours,
BOARD OF SELECTMEN

Marie A. Krepelka
Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Request: Theatre License Wine & Malt

Summary:

Medford Street Theatre Inc., d/b/a Regent Theatre, 7 Medford Street
Leland Stein and Richard Stavros

ATTACHMENTS:

Type	Description
<input type="checkbox"/> Reference Material	inspection reports & application

LICENSE APPLICATION REPORT

Type of License: Theatre License (Wine & Malt)

Name of Applicant: Leland Stein, Medford Street Theatre Inc. d/b/a Regent Theatre
Address: 7 Medford Street

The following Departments have **no objections** to the issuance of said license:

- Police x
- Fire
- Health
- Building
- Planning

The following Departments have **no objections** but have made comments or conditions regarding the issuance of said license: (see attached)

- Police
- Fire x
- Health x
- Building x
- Planning x

The following Departments have **objections** to the issuance of said license:
(see attached)

- Police
- Fire
- Health
- Building
- Planning

From: "Ed DeFrancisco" <EDeFrancisco@town.arlington.ma.us>
To: "MaryAnn Sullivan" <MSullivan@town.arlington.ma.us>
Date: 08/28/2015 03:34 PM
Subject: Re: Inspection Reports for 9/21/15 Meeting - 5 requests

Hi MaryAnn,
Since we have already done the background info on The Regent and Sugo they are good on our end. If it was a new owner we would do it.

Thanks
Ted

APPLICANT SIGNATURE SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: _____

Date: _____

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by, September 16, 2015
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 7 Medford Street
Applicant's Name: Leland Stein and Richard Stavros
D/B/A: Regent Theatre
Telephone: 781-643-4488
Department: Sent Via E-mail

Date: August 27, 2015

MEETING DATE: SEPTEMBER 21, 2015

Inspected By:

RE: COMMON VICTUALLER LICENSE

Police
Fire
Board of Health
Building
Planning

INSPECTION REPORT SECTION:

Maintain all:

- Fire alarm systems
- extinguishers
- Emergency lights and exit signs
- Clear exit paths
- Kitchen systems

APPLICANT SIGNATURE SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: _____

Date: _____

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by, **September 16, 2015**
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 7 Medford St.
Applicant's Name: Leland Stein and Richard Stavros Medford Street Theatre Inc.
D/B/A: Regent Theatre
Telephone: 781-643-4488
Date Sent by Email: August 27, 2015

MEETING DATE: September 21, 2015

Inspected By:

RE: THEATRE LICENSE – WINE & MALT

Police
Fire
Board of Health
Building
Planning

INSPECTION REPORT SECTION:

**Regent Theater- 7 Medford Street
B&W Theatre License**

- The establishment must provide adequate trash receptacles and/ or recycling containers to dispose of the additional materials associated with beer and wine service.

APPLICANT SIGNATURE SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: _____

Date: _____

**BOARD OF SELECTMEN
TOWN OF ARLINGTON – INSPECTION REPORT**

Report is Due at the office of the Board of Selectmen by,

ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 7 Medford Street
Applicants Name: Leland Stein and Richard Stavros
D/B/A: Regent Theatre
Telephone: 781-643-4488
Department: Sent E-mail

Date: 9/16/2015

Report Filed By: Michael F. Byrne, Director of Inspectional Services
Arthur F. Rouse, Inspector of Wires
Kenneth McConnell, Inspector of Plumbing & Gasfitting

Departments:

Re:

COMMON VICTUALLER LICENSE

Fire
Police
Board of Health
Building, Wiring, Plumbing

Building

All building changes need permits.

All sign changes need approval and sign permit.

Window signs cannot exceed 25% of window or fines will be levied.

Certificate of Occupancy is needed - \$100 fee.

The Director of Inspectional Services has no objection to the issuance/ renewal of this license as the applicant has been made aware of seating capacity and necessity for showing proof of ownership of sidewalk

Plumbing

The Inspector of Plumbing and Gasfitting has no objection to the issuance/ renewal of this license.

All plumbing and Gasfitting work requires that the permits be obtained from this office for their respective trades by licensed contractors.

Electrical

The Inspector Wires has no objection to the issuance/ renewal of this license.

The applicant acknowledges that this is a conditional approval of the premises only and is not to be constructed as approval by the Inspector of Wires of concealed electrical wiring. Any new wiring must conform to the Mass. Electrical Code. Notify the Inspector of Wires in accordance with Chapter 143, Section 3L.

I have received the above report and knowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicants risk.

Applicant's Name: _____

Date : _____

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by September 16th, 2015
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 7 Medford Street
Applicant's Name: Leland Stein and Richard Stavros
D/B/A: Regent Theatre
Telephone: 781-643-4488
Department: Sent Via E-mail Date: August 27, 2015

MEETING DATE: SEPTEMBER 21, 2015

Departments: *Ted Fields 9.17.2015*

Re: COMMON VICTUALLER & WINE AND MALT BEVERAGE LICENSE

Police
Fire
Board of Health
Building
Planning

Comments by each Division or Department:

The business proposed for this site is a 18,106 square foot theatre/performing arts center selling concessions for consumption on the premises. There is indoor seating for 550 patrons, with no assigned on-street parking or off-street parking spaces. It is a large enterprise serving the business district and residential neighborhoods abutting Massachusetts Avenue in Arlington Center. Given its location in a B3 zoning district in the middle of Arlington Center, near other eateries serving alcohol, it is an appropriate type of establishment for this setting.

The Dept. of Planning and Community Development has no objection to the issuance of a Common Victualler and Wine and Malt Alcohol licenses as requested.

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: _____

Date: _____

APPLICATION FOR RETAIL ALCOHOLIC BEVERAGE LICENSE

City/Town

Arlington

1. LICENSEE INFORMATION:

A. Legal Name/Entity of Applicant:(Corporation, LLC or Individual) Medford Street Theatre Inc.

B. Business Name (if different) : Regent Theatre

C. Manager of Record: Leland Stein

D. ABCC License Number (for existing licenses only) :

E. Address of Licensed Premises: 7 Medford St.

City/Town: Arlington

State: MA

Zip: 02474

F. Business Phone: 781-643-4488

G. Cell Phone: 617-694-6612

H. Email: lstein@regenttheatre.com

I. Website: www.regenttheatre.com

J. Mailing address (If different from E.):

City/Town:

State:

Zip:

2. TRANSACTION:

☒ New License

☐ New Officer/Director

☐ Transfer of Stock

☐ Issuance of Stock

☐ Pledge of Stock

☐ Transfer of License

☐ New Stockholder

☐ Management/Operating Agreement

☐ Pledge of License

The following transactions must be processed as new licenses:

☐ Seasonal to Annual

☐ (6) Day to (7)-Day License

☐ Wine & Malt to All Alcohol

IMPORTANT ATTACHMENTS (1): The applicant must attach a vote of the entity authorizing all requested transactions, including the appointment of a Manager of Record or principal representative.

3. TYPE OF LICENSE:

☐ §12 Restaurant

☐ §12 Hotel

☐ §12 Club

☐ §12 Veterans Club

☐ §12 Continuing Care Retirement Community

☒ §12 General On-Premises

☐ §12 Tavern (No Sundays)

☐ §15 Package Store

4. LICENSE CATEGORY:

☐ All Alcoholic Beverages

☒ Wine & Malt Beverages Only

☐ Wine or Malt Only

☐ Wine & Malt Beverages with Cordials/Liqueurs Permit

5. LICENSE CLASS:

☒ Annual

☐ Seasonal

6. CONTACT PERSON CONCERNING THIS APPLICATION (ATTORNEY IF APPLICABLE)

NAME:

Leland Stein

ADDRESS:

225 Broadway, Apt. 2

CITY/TOWN:

Arlington

STATE: MA

ZIP CODE:

02474

CONTACT PHONE NUMBER:

617-694-6612

FAX NUMBER:

781-643-4747

EMAIL:

lstein@regenttheatre.com

7. DESCRIPTION OF PREMISES:

Please provide a complete description of the premises to be licensed. Please note that this must be identical to the description on the Form 43.

The Regent Theatre is a performing arts center with one stage and one movie screen. There is one main entrance on Medford St. with one emergency exit to the back driveway next to the stage door right aisle, one emergency exit off the left aisle and left side of stage to the alley which connects Medford Street and the back driveway, two emergency exits at the back of the ground / orchestra level on the right side near the handicap accessible and men's restrooms and one emergency exit onto Medford Street from the second floor restrooms and offices.

Total Square Footage:

18,106

Number of Entrances:

1

Number of Exits:

5

Occupancy Number:

550

Seating Capacity:

495

IMPORTANT ATTACHMENTS (2): The applicant must attach a floor plan with dimensions and square footage for each floor & room.

8. OCCUPANCY OF PREMISES:

By what right does the applicant have possession and/or legal occupancy of the premises?

Final Lease

IMPORTANT ATTACHMENTS (3): The applicant must submit a copy of the final lease or documents evidencing a legal right to occupy the premises.

Other:

Landlord is a(n):

LLC

Other:

Name:

Brantwood Holdings LLC c/o Capital Realty Group, Inc.

Phone:

617-523-2399

Address:

80 Charles St.

City/Town:

Boston

State:

MA

Zip:

02114

Initial Lease Term: Beginning Date

9-1-2014

Ending Date

8-31-2019

Renewal Term:

5 Years

Options/Extensions at:

1 at 5

Years Each

Rent:

\$60,000.00

Per Year

Rent:

\$5,000.00

Per Month

Do the terms of the lease or other arrangement require payments to the Landlord based on a percentage of the alcohol sales?

Yes ☐ No ☒**IMPORTANT ATTACHMENTS (4):**

1. If yes, the Landlord is deemed a person or entity with a financial or beneficial interest in this license. Each individual with an ownership interest with the Landlord must be disclosed in §10 and must submit a completed Personal Information Form attached to this application.
2. Entity formation documents for the Landlord entity must accompany the application to confirm the individuals disclosed.
3. If the principals of the applicant corporation or LLC have created a separate corporation or LLC to hold the real estate, the applicant must still provide a lease between the two entities.

9. LICENSE STRUCTURE:

The Applicant is a(n):

Corporation

Other :

If the applicant is a Corporation or LLC, complete the following:

Date of Incorporation/Organization:

3-24-2005

State of Incorporation/Organization: Massachusetts

Is the Corporation publicly traded? Yes ☐ No ☒**10. INTERESTS IN THIS LICENSE:**

List all individuals involved in the entity (e.g. corporate stockholders, directors, officers and LLC members and managers) and any person or entity with a direct or indirect, beneficial or financial interest in this license (e.g. landlord with a percentage rent based on alcohol sales).

IMPORTANT ATTACHMENTS (5):A. All individuals or entities listed below are required to complete a [Personal Information Form](#).B. All shareholders, LLC members or other individuals with any ownership in this license must complete a [CORI Release Form](#).

Name	All Titles and Positions	Specific # of Stock or % Owned	Other Beneficial Interest
Richard W. Stavros	Co-Owner / Concession Mgr.	75%	
Leland Stein	Co-Owner /Booking Mgr.	25%	

*If additional space is needed, please use last page.

11. EXISTING INTEREST IN OTHER LICENSES:

Does any individual listed in §10 have any direct or indirect, beneficial or financial interest in any other license to sell alcoholic beverages? Yes ☐ No ☒ If yes, list said interest below:

Name	License Type	Licensee Name & Address
	Please Select	
	Please Select	
	Please Select	
	Please Select	
	Please Select	
	Please Select	
	Please Select	

*If additional space is needed, please use last page.

12. PREVIOUSLY HELD INTERESTS IN OTHER LICENSES:

Has any individual listed in §10 who has a direct or indirect beneficial interest in this license ever held a direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages, which is not presently held? Yes ☐ No ☒ If yes, list said interest below:

Name	Licensee Name & Address	Date	Reason Terminated
			Please Select
			Please Select
			Please Select

13. DISCLOSURE OF LICENSE DISCIPLINARY ACTION:

Have any of the disclosed licenses to sell alcoholic beverages listed in §11 and/or §12 ever been suspended, revoked or cancelled? Yes ☐ No ☒ If yes, list said interest below:

Date	License	Reason of Suspension, Revocation or Cancellation

14. CITIZENSHIP AND RESIDENCY REQUIREMENTS FOR A (§15) PACKAGE STORE LICENSE ONLY :**A.) For Individual(s):**

1. Are you a U.S. Citizen? Yes ☐ No ☐
2. Are you a Massachusetts Residents? Yes ☐ No ☐

B.) For Corporation(s) and LLC(s) :

1. Are all Directors/LLC Managers U.S. Citizens? Yes ☐ No ☐
2. Are a majority of Directors/LLC Managers Massachusetts Residents? Yes ☐ No ☐
3. Is the License Manager or Principal Representative a U.S. Citizen?

C.) Shareholder(s), Member(s), Director(s) and Officer(s):

- 1.. Are all Shareholders, Members, Directors, LLC Managers and Officers involved at least twenty-one (21) years old? Yes ☐ No ☐

15. CITIZENSHIP AND RESIDENCY REQUIREMENTS FOR (§12) RESTAURANT, HOTEL, CLUB, GENERAL ON PREMISE, TAVERN, VETERANS CLUB LICENSE ONLY:**A.) For Individual(s):**

1. Are you a U.S. Citizen? Yes ☒ No ☐

B.) For Corporation(s) and LLC(s) :

1. Are a majority of Directors/LLC Managers NOT U.S. Citizen(s)? Yes ☐ No ☒
2. Is the License Manager or Principal Representative a U.S. Citizen? Yes ☒ No ☐

C.) Shareholder(s), Member(s), Director(s) and Officer(s):

- 1.. Are all Shareholders, Members, Directors, LLC Managers and Officers involved at least twenty-one (21) years old? Yes ☒ No ☐

16. COSTS ASSOCIATED WITH LICENSE TRANSACTION:

A. Purchase Price for Real Property:	
B. Purchase Price for Business Assets:	
C. Costs of Renovations/Construction:	
D. Initial Start-Up Costs:	\$2,000.00
E. Purchase Price for Inventory:	\$1,000.00
F. Other: (Specify)	
G: TOTAL COST	\$3,000.00
H. TOTAL CASH	\$3,000.00
I. TOTAL AMOUNT FINANCED	\$0.00

IMPORTANT ATTACHMENTS (6): Submit any and all records, documents and affidavits including loan agreements that explain the source(s) of money for this transaction. Sources of cash must include a minimum of three (3) months of bank statements.

The amounts listed in subsections (H) and (I) must total the amount reflected in (G).

17. PROVIDE A DETAILED EXPLANATION OF THE FORM(S) AND SOURCE(S) OF FUNDING FOR THE COSTS IDENTIFIED ABOVE (INCLUDE LOANS, MORTGAGES, LINES OF CREDIT, NOTES, PERSONAL FUNDS, GIFTS):

Funding will be provided solely by funds in the Regent Theatre's bank account. No financing involved in costs associated with license transaction

*If additional space is needed, please use last page.

18. LIST EACH LENDER AND LOAN AMOUNT(S) FROM WHICH "TOTAL AMOUNT FINANCED" NOTED IN SUB-SECTIONS 16(I) WILL DERIVE:

A.		
Name	Dollar Amount	Type of Financing

*If additional space is needed, please use last page.

B. Does any individual or entity listed in §19 as a source of financing have a direct or indirect, beneficial or financial interest in this license or any other license(s) granted under Chapter 138? Yes ☐ No ☐

If yes, please describe:

--

19. PLEDGE: (i.e. COLLATERAL FOR A LOAN)

A.) Is the applicant seeking approval to pledge the license? ☐ Yes ☒ No

1. If yes, to whom:

2. Amount of Loan:

3. Interest Rate:

4. Length of Note:

5. Terms of Loan :

B.) If a corporation, is the applicant seeking approval to pledge any of the corporate stock? ☐ Yes ☒ No

1. If yes, to whom:

2. Number of Shares:

C.) Is the applicant pledging the inventory? ☐ Yes ☐ No

If yes, to whom:

IMPORTANT ATTACHMENTS (7): If you are applying for a pledge, submit the pledge agreement, the promissory note and a vote of the Corporation/LLC approving the pledge.

20. CONSTRUCTION OF PREMISES:

Are the premises being remodeled, redecorated or constructed in any way? If YES, please provide a description of the work being performed on the premises: ☐ Yes ☒ No

21. ANTICIPATED OPENING DATE: 10-15-2015

IF ALL OF THE INFORMATION AND
ATTACHMENTS ARE NOT COMPLETE
THE APPLICATION WILL BE
RETURNED



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114
www.mass.gov/abcc

MANAGER APPLICATION

All proposed managers are required to complete a Personal Information Form,
and attach a copy of the corporate vote authorizing this action and appointing a manager.

1. LICENSEE INFORMATION:

Legal Name of Licensee:	<input type="text" value="Medford Street Theatre Inc."/>	Business Name (dba):	<input type="text" value="Regent Theatre"/>
Address:	<input type="text" value="7 Medford St."/>		
City/Town:	<input type="text" value="Arlington"/>	State:	<input type="text" value="MA"/>
		Zip Code:	<input type="text" value="02474"/>
ABCC License Number: (If existing licensee)	<input type="text"/>	Phone Number of Premise:	<input type="text" value="781-643-4488"/>

2. MANAGER INFORMATION:

A. Name:	<input type="text" value="Leland Stein"/>	B. Cell Phone Number:	<input type="text" value="617-694-6612"/>
C. List the number of hours per week you will spend on the licensed premises:	<input type="text" value="30"/>		

3. CITIZENSHIP INFORMATION:

A. Are you a U.S. Citizen:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	B. Date of Naturalization:	<input type="text"/>	C. Court of Naturalization:	<input type="text"/>
----------------------------	---	----------------------------	----------------------	-----------------------------	----------------------

(Submit proof of citizenship and/or naturalization such as US Passport, Voter's Certificate, Birth Certificate or Naturalization Papers)

4. BACKGROUND INFORMATION:

A. Do you now, or have you ever, held any direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages? Yes ☒ No ☐

If yes, please describe:

B. Have you ever been the Manager of Record of a license to sell alcoholic beverages that has been suspended, revoked or cancelled? Yes ☐ No ☒

If yes, please describe:

C. Have you ever been the Manager of Record of a license that was issued by this Commission? Yes ☐ No ☒

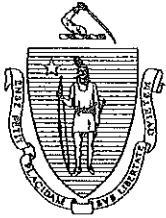
If yes, please describe:

D. Please list your employment for the past ten years (Dates, Position, Employer, Address and Telephone):

For the past 10 years, I have been manager / co-owner of the Regent Theatre, 7 Medford St. Arlington, MA 02474

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Signature	<input type="text" value="Leland Stein"/>	Date	<input type="text" value="08/13/2015"/>
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The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114
www.mass.gov/abcc

PERSONAL INFORMATION FORM

Each individual listed in Section 10 of this application must complete this form.

1. LICENSEE INFORMATION:

A. Legal Name of Licensee	Medford Street Theatre Inc.	B. Business Name (dba)	Regent Theatre		
C. Address	7 Medford St.	D. ABCC License Number (If existing licensee)			
E. City/Town	Arlington	State	MA	Zip Code	02474
F. Phone Number of Premise	781-643-4488	G. EIN of License			

2. PERSONAL INFORMATION:

A. Individual Name	Leland Stein	B. Home Phone Number	617-694-6612		
C. Address	225 Broadway, Apt. 2				
D. City/Town	Arlington	State	MA	Zip Code	02474
E. Social Security Number		F. Date of Birth			
G. Place of Employment	Regent Theatre				

3. BACKGROUND INFORMATION:

Have you ever been convicted of a state, federal or military crime? Yes ☐ No ☒

If yes, as part of the application process, the individual must attach an affidavit as to any and all convictions. The affidavit must include the city and state where the charges occurred as well as the disposition of the convictions.

4. FINANCIAL INTEREST:

Provide a detailed description of your direct or indirect, beneficial or financial interest in this license.

Co-owner of Regent Theatre business. (I own 25% stock in Medford Street Theatre Inc.)

IMPORTANT ATTACHMENTS (8): For all cash contributions, attach last (3) months of bank statements for the source(s) of this cash.

*If additional space is needed, please use the last page

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Signature		Date	08/13/2015
Title	Clerk	(If Corporation/LLC Representative)	



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114
www.mass.gov/abcc

PERSONAL INFORMATION FORM

Each individual listed in Section 10 of this application must complete this form.

1. LICENSEE INFORMATION:

A. Legal Name of Licensee	Medford St. Theatre Inc	B. Business Name (dba)	Regent Theatre
C. Address	7 Medford Street	D. ABCC License Number (If existing licensee)	
E. City/Town	Arlington	State	Ma Zip Code 02474
F. Phone Number of Premise	781-643 4488	G. EIN of License	

2. PERSONAL INFORMATION:

A. Individual Name	Richard W Stavros	B. Home Phone Number	781-396-1605
C. Address	12 Winter Street		
D. City/Town	Medford	State	Ma Zip Code 02155
E. Social Security Number		F. Date of Birth	
G. Place of Employment	Medford Street Theatre		

3. BACKGROUND INFORMATION:

Have you ever been convicted of a state, federal or military crime?

Yes ☐ No ☒

If yes, as part of the application process, the individual must attach an affidavit as to any and all convictions. The affidavit must include the city and state where the charges occurred as well as the disposition of the convictions.

4. FINANCIAL INTEREST:

Provide a detailed description of your direct or indirect, beneficial or financial interest in this license.

OWN 75% of Stock in Medford Street Theatre Inc
General Manager of Theatre

IMPORTANT ATTACHMENTS (8): For all cash contributions, attach last (3) months of bank statements for the source(s) of this cash.

*If additional space is needed, please use the last page

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Signature		Date	8-13-15
Title	President / Treasurer	(If Corporation/LLC Representative)	



Town of Arlington, Massachusetts

Request: Wine & Malt License

Summary:

RJM, Inc., d/b/a Sugo Cucina Italiana, 162 Massachusetts Avenue
Josephine Maniscalco and Rudolph Maniscalco

ATTACHMENTS:

Type	Description
<input type="checkbox"/> Reference Material	inspection reports & application

LICENSE APPLICATION REPORT

Type of License: Common Victualler

Name of Applicant: Rudolph Maniscalco and Josephine Maniscalco, RJM Inc. d/b/a
Sugo Cucina Italiana
(Transfer of license)

Address: 162 Massachusetts Ave.

The following Departments have **no objections** to the issuance of said license:

- Police x
- Fire
- Health
- Building
- Planning

The following Departments have **no objections** but have made comments or conditions regarding the issuance of said license: (see attached)

- Police
- Fire x
- Health x
- Building x
- Planning x

The following Departments have **objections** to the issuance of said license:
(see attached)

- Police
- Fire
- Health
- Building
- Planning

From: "Ed DeFrancisco" <EDeFrancisco@town.arlington.ma.us>
To: "MaryAnn Sullivan" <MSullivan@town.arlington.ma.us>
Date: 08/28/2015 03:34 PM
Subject: Re: Inspection Reports for 9/21/15 Meeting - 5 requests

Hi MaryAnn,
Since we have already done the background info on The Regent and Sugo they are good on our end. If it was a new owner we would do it.

Thanks
Ted

APPLICANT SIGNATURE SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: _____

Date: _____

S:\MARYANN\CV Licenses\BoH Inspection report-Sugo 9.15.doc

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by, September 16, 2015
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 162 Massachusetts Avenue
Applicant's Name: Josephine & Rudolph Maniscalco
D/B/A: Sugo Cucina Italiana
Telephone: 617-543-4214
Department: Sent Via E-mail

Date: August 27, 2015

MEETING DATE: SEPTEMBER 21, 2015

Inspected By:

RE: WINE & MALT LICENSE

Police
Fire
Board of Health
Building
Planning

INSPECTION REPORT SECTION:

Maintain all:

- Fire alarm systems
- extinguishers
- Emergency lights & exit signs
- clear exit paths
- Kitchen systems

APPLICANT SIGNATURE SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: _____

Date: _____

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by, **September 16, 2015**
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 162 Mass. Ave
Applicant's Name: Rudolph & Josephine Maniscalco RJM, Inc.
D/B/A: Sugo Cucina Italiana
Telephone: 781-648-0005
Date Sent by Email: August 27, 2015

MEETING DATE: September 21, 2015

Inspected By:

RE: COMMON VICTUALLER LICENSE

Police
Fire
Board of Health
Building
Planning

INSPECTION REPORT SECTION:

**Sugo Cucina Italiano-162 Massachusetts Avenue
B & W License**

- The establishment must provide adequate trash receptacles and/ or recycling containers to dispose of the additional materials associated with beer and wine.

APPLICANT SIGNATURE SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: _____

Date: _____

**BOARD OF SELECTMEN
TOWN OF ARLINGTON – INSPECTION REPORT**

Report is Due at the office of the Board of Selectmen by,

ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 162 Massachusetts Avenue
Applicants Name: Josephine & Rudolph Maniscalco
D/B/A: Sugo Cucina Italiana
Telephone: 617-543-4214
Department: **Sent E-mail**

Date: 9/16/2015

Report Filed By: Michael F. Byrne, Director of Inspectional Services
Arthur F. Rouse, Inspector of Wires
Kenneth McConnell, Inspector of Plumbing & Gasfitting

Departments:

Re: WINE & MALT LICENSE

Fire
Police
Board of Health
~~Building, Wiring, Plumbing~~

Building

All building changes need permits.

All sign changes need approval and sign permit.

Window signs cannot exceed 25% of window or fines will be levied.

Certificate of Occupancy is needed - \$100 fee.

The Director of Inspectional Services has no objection to the issuance/ renewal of this license as the applicant has been made aware of seating capacity and necessity for showing proof of ownership of sidewalk

Plumbing

The Inspector of Plumbing and Gasfitting has no objection to the issuance/ renewal of this license.

All plumbing and Gasfitting work requires that the permits be obtained from this office for their respective trades by licensed contractors.

Electrical

The Inspector Wires has no objection to the issuance/ renewal of this license.

The applicant acknowledges that this is a conditional approval of the premises only and is not to be construed as approval by the Inspector of Wires of concealed electrical wiring. Any new wiring must conform to the Mass. Electrical Code. Notify the Inspector of Wires in accordance with Chapter 143, Section 3L.

I have received the above report and knowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicants risk.

Applicant's Name: _____

DATE: _____

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by September 16th, 2015
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 162 Massachusetts Avenue
Applicant's Name: Josephine & Rudolph Maniscalco
D/B/A: Sugo Cucina Italiana
Telephone: 617-543-4214
Department: Sent Via E-mail Date: August 27, 2015

MEETING DATE: SEPTEMBER 21, 2015

Departments: *Ted Fields 9.17.2015*

Re: WINE & MALT LICENSE

Police
Fire
Board of Health
Building
Planning

Comments by each Division or Department:

The business proposed for this site is a 1100 square foot restaurant selling Italian food for consumption on and off the premises. There is indoor seating for 19 patrons, no assigned on-street parking or off-street parking spaces. It is a small enterprise serving the residential neighborhoods abutting Massachusetts Avenue (zone B3) in East Arlington. Given its location on Mass. Ave. in the midst of the Capitol Square commercial area and near other eateries serving beer and wine, it is an appropriate type of business for this setting.

The Dept. of Planning and Community Development has no objection to the issuance of a Wine & Malt license as requested.

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: _____

Date: _____

APPLICATION FOR RETAIL ALCOHOLIC BEVERAGE LICENSE

City/Town

Arlington, MA

1. LICENSEE INFORMATION:

A. Legal Name/Entity of Applicant:(Corporation, LLC or Individual)

RJM, Inc

B. Business Name (if different) : Sugo Cucina Italiana

C. Manager of Record: Josephine Maniscalco

D. ABCC License Number (for existing licenses only) :

E. Address of Licensed Premises: 162 Massachusetts Avenue

City/Town: Arlington

State: MA

Zip: 02474

F. Business Phone: 781-648-0005

G. Cell Phone: 617-543-4214

H. Email: joman414@yahoo.com

I. Website: sugomia.com

J. Mailing address (if different from E.):

City/Town:

State:

Zip:

2. TRANSACTION:

- ☒ New License ☐ New Officer/Director ☐ Transfer of Stock ☐ Issuance of Stock ☐ Pledge of Stock
☐ Transfer of License ☐ New Stockholder ☐ Management/Operating Agreement ☐ Pledge of License

The following transactions must be processed as new licenses:

- ☐ Seasonal to Annual ☐ (6) Day to (7)-Day License ☐ Wine & Malt to All Alcohol

IMPORTANT ATTACHMENTS (1): The applicant must attach a vote of the entity authorizing all requested transactions, including the appointment of a Manager of Record or principal representative.

3. TYPE OF LICENSE:

- ☒ §12 Restaurant ☐ §12 Hotel ☐ §12 Club ☐ §12 Veterans Club ☐ §12 Continuing Care Retirement Community
☐ §12 General On-Premises ☐ §12 Tavern (No Sundays) ☐ §15 Package Store

4. LICENSE CATEGORY:

- ☐ All Alcoholic Beverages ☒ Wine & Malt Beverages Only ☐ Wine or Malt Only
☐ Wine & Malt Beverages with Cordials/Liqueurs Permit

5. LICENSE CLASS:

- ☒ Annual ☐ Seasonal

6. CONTACT PERSON CONCERNING THIS APPLICATION (ATTORNEY IF APPLICABLE)

NAME: Josephine Maniscalco

ADDRESS: 2 North Bennet Ct.

CITY/TOWN: Boston STATE: MA ZIP CODE: 02113

CONTACT PHONE NUMBER: 617-227-5051 FAX NUMBER:

EMAIL: joman414@yahoo.com

7. DESCRIPTION OF PREMISES:

Please provide a complete description of the premises to be licensed. Please note that this must be identical to the description on the Form 43.

Italian Restaurant, seats 20. Proposed outside dining, family atmosphere.

Total Square Footage: 1100 Number of Entrances: 2 Number of Exits: 2

Occupancy Number: 20 Seating Capacity: 20

IMPORTANT ATTACHMENTS (2): The applicant must attach a floor plan with dimensions and square footage for each floor & room.

8. OCCUPANCY OF PREMISES:

By what right does the applicant have possession and/or legal occupancy of the premises? Final Lease

IMPORTANT ATTACHMENTS (3): The applicant must submit a copy of the final lease or documents evidencing a legal right to occupy the premises.

Other:

Landlord is a(n): Individual Other: Global Realty

Name: Peter Rogaris Phone: 617-686-8912

Address: 162 Massachusetts Avenue City/Town: Arlington State: MA Zip: 02474

Initial Lease Term: Beginning Date 6/1/2015 Ending Date 6/1/2020

Renewal Term: 5 year lease Options/Extensions at: 5 Years Each

Rent: \$33,600.00 Per Year Rent: \$2,800.00 Per Month

Do the terms of the lease or other arrangement require payments to the Landlord based on a percentage of the alcohol sales?
Yes ☐ No ☒

IMPORTANT ATTACHMENTS(4):

1. If yes, the Landlord is deemed a person or entity with a financial or beneficial interest in this license. Each individual with an ownership interest with the Landlord must be disclosed in §10 and must submit a completed Personal Information Form attached to this application.
2. Entity formation documents for the Landlord entity must accompany the application to confirm the individuals disclosed.
3. If the principals of the applicant corporation or LLC have created a separate corporation or LLC to hold the real estate, the applicant must still provide a lease between the two entities.

9. LICENSE STRUCTURE:			
The Applicant is a(n):	Corporation	Other :	
If the applicant is a Corporation or LLC, complete the following:		Date of Incorporation/Organization:	4/24/2015
State of Incorporation/Organization:	MA		
Is the Corporation publicly traded? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			

[illegible]

11. EXISTING INTEREST IN OTHER LICENSES:

Does any individual listed in §10 have any direct or indirect, beneficial or financial interest in any other license to sell alcoholic beverages? Yes ☐ No ☒ If yes, list said interest below:

Name	License Type	Licensee Name & Address
	Please Select	
	Please Select	
	Please Select	
	Please Select	
	Please Select	
	Please Select	
	Please Select	

*If additional space is needed, please use last page.

12. PREVIOUSLY HELD INTERESTS IN OTHER LICENSES:

Has any individual listed in §10 who has a direct or indirect beneficial interest in this license ever held a direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages, which is not presently held? Yes ☐ No ☒ If yes, list said interest below:

Name	Licensee Name & Address	Date	Reason Terminated
			Please Select
			Please Select
			Please Select

13. DISCLOSURE OF LICENSE DISCIPLINARY ACTION:

Have any of the disclosed licenses to sell alcoholic beverages listed in §11 and/or §12 ever been suspended, revoked or cancelled? Yes ☐ No ☒ If yes, list said interest below:

Date	License	Reason of Suspension, Revocation or Cancellation

14. CITIZENSHIP AND RESIDENCY REQUIREMENTS FOR A (§15) PACKAGE STORE LICENSE ONLY :**A.) For Individual(s):**

1. Are you a U.S. Citizen?

Yes ☐ No ☐

2. Are you a Massachusetts Residents?

Yes ☐ No ☐

B.) For Corporation(s) and LLC(s) :

1. Are all Directors/LLC Managers U.S. Citizens?

Yes ☐ No ☐

2. Are a majority of Directors/LLC Managers Massachusetts Residents?

Yes ☐ No ☐

3. Is the License Manager or Principal Representative a U.S. Citizen?

C.) Shareholder(s), Member(s), Director(s) and Officer(s):

1.. Are all Shareholders, Members, Directors, LLC Managers and Officers involved at least twenty-one (21) years old?

Yes ☐ No ☐

15. CITIZENSHIP AND RESIDENCY REQUIREMENTS FOR (§12) RESTAURANT, HOTEL, CLUB, GENERAL ON PREMISE, TAVERN, VETERANS CLUB LICENSE ONLY:**A.) For Individual(s):**

1. Are you a U.S. Citizen?

Yes ☒ No ☐

B.) For Corporation(s) and LLC(s) :

1. Are a majority of Directors/LLC Managers **NOT** U.S. Citizen(s)?

Yes ☐ No ☒

2. Is the License Manager or Principal Representative a U.S. Citizen?

Yes ☒ No ☐

C.) Shareholder(s), Member(s), Director(s) and Officer(s):

1.. Are all Shareholders, Members, Directors, LLC Managers and Officers involved at least twenty-one (21) years old?

Yes ☒ No ☐

16. COSTS ASSOCIATED WITH LICENSE TRANSACTION:

A. Purchase Price for Real Property:

B. Purchase Price for Business Assets:

C. Costs of Renovations/Construction:

D. Initial Start-Up Costs:

\$1,750.00

E. Purchase Price for Inventory:

\$600.00

F. Other: (Specify)

G: TOTAL COST

\$2,350.00

H. TOTAL CASH

\$2,350.00

I. TOTAL AMOUNT FINANCED

IMPORTANT ATTACHMENTS (6): Submit any and all records, documents and affidavits including loan agreements that explain the source(s) of money for this transaction. Sources of cash must include a minimum of three (3) months of bank statements.

The amounts listed in subsections (H) and (I) must total the amount reflected in (G).

17. PROVIDE A DETAILED EXPLANATION OF THE FORM(S) AND SOURCE(S) OF FUNDING FOR THE COSTS IDENTIFIED ABOVE (INCLUDE LOANS, MORTGAGES, LINES OF CREDIT, NOTES, PERSONAL FUNDS, GIFTS):

*If additional space is needed, please use last page.

18. LIST EACH LENDER AND LOAN AMOUNT(S) FROM WHICH "TOTAL AMOUNT FINANCED" NOTED IN SUB-SECTIONS 16(I) WILL DERIVE:

A.

Name	Dollar Amount	Type of Financing

*If additional space is needed, please use last page.

B. Does any individual or entity listed in §19 as a source of financing have a direct or indirect, beneficial or financial interest in this license or any other license(s) granted under Chapter 138? Yes ☐ No ☒

If yes, please describe:

19. PLEDGE: (i.e. COLLATERAL FOR A LOAN)

A.) Is the applicant seeking approval to pledge the license? ☐ Yes ☒ No

1. If yes, to whom:

2. Amount of Loan:

3. Interest Rate:

4. Length of Note:

5. Terms of Loan :

B.) If a corporation, is the applicant seeking approval to pledge any of the corporate stock? ☐ Yes ☒ No

1. If yes, to whom:

2. Number of Shares:

C.) Is the applicant pledging the inventory? ☐ Yes ☒ No

If yes, to whom:

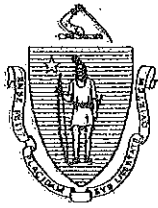
IMPORTANT ATTACHMENTS (7): If you are applying for a pledge, submit the pledge agreement, the promissory note and a vote of the Corporation/LLC approving the pledge.

20. CONSTRUCTION OF PREMISES:

Are the premises being remodeled, redecorated or constructed in any way? If YES, please provide a description of the work being performed on the premises: ☐ Yes ☒ No

21. ANTICIPATED OPENING DATE:

IF ALL OF THE INFORMATION AND
ATTACHMENTS ARE NOT COMPLETE
THE APPLICATION WILL BE
RETURNED



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114
www.mass.gov/abcc

MANAGER APPLICATION

All proposed managers are required to complete a Personal Information Form,
and attach a copy of the corporate vote authorizing this action and appointing a manager.

1. LICENSEE INFORMATION:

Legal Name of Licensee: Josephine RSM, Inc Business Name (dba): Sugo Cucina Italiana
Address: 162 MASS AVE
City/Town: ARLINGTON State: MA Zip Code: 02173 02474
ABCC License Number: Phone Number of Premise: 781-648-0005
(If existing licensee)

2. MANAGER INFORMATION:

A. Name: Josephine MANISCALCO B. Cell Phone Number: 617-543-414
C. List the number of hours per week you will spend on the licensed premises: 40 hrs. week

3. CITIZENSHIP INFORMATION:

A. Are you a U.S. Citizen: Yes ☒ No ☐ B. Date of Naturalization: C. Court of Naturalization:
(Submit proof of citizenship and/or naturalization such as US Passport, Voter's Certificate, Birth Certificate or Naturalization Papers)

4. BACKGROUND INFORMATION:

A. Do you now, or have you ever, held any direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages? Yes ☐ No ☒
If yes, please describe:
B. Have you ever been the Manager of Record of a license to sell alcoholic beverages that has been suspended, revoked or cancelled? Yes ☐ No ☒
If yes, please describe:
C. Have you ever been the Manager of Record of a license that was issued by this Commission? Yes ☐ No ☒
If yes, please describe:
D. Please list your employment for the past ten years (Dates, Position, Employer, Address and Telephone):
Comm of MASS, TDP System Operator Supervisor, 100 Cambridge Street, Boston, MA 02114, 617-626-2671

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Signature: Josephine Maniscalco Date: 8/18/2015



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114
www.mass.gov/abcc

PERSONAL INFORMATION FORM

Each individual listed in Section 10 of this application must complete this form.

1. LICENSEE INFORMATION:

A. Legal Name of Licensee	RJM INC Sugo Italian Kitchen	B. Business Name (dba)	Sugo Cucina Italiana
C. Address	162 MASS AVE	D. ABCC License Number (If existing licensee)	
E. City/Town	Dorchester	State	MA
F. Phone Number of Premise	781-648-0005	Zip Code	02474
G. EIN of License			

2. PERSONAL INFORMATION:

A. Individual Name	Rudolph Maniscalco	B. Home Phone Number	617-227-6051
C. Address	2 N. BENNET COURT		
D. City/Town	Boston MA	State	MA
E. Social Security Number		Zip Code	02113
F. Date of Birth			
G. Place of Employment	Sugo Cucina		

3. BACKGROUND INFORMATION:

Have you ever been convicted of a state, federal or military crime? Yes ☐ No ☒

If yes, as part of the application process, the individual must attach an affidavit as to any and all convictions. The affidavit must include the city and state where the charges occurred as well as the disposition of the convictions.

4. FINANCIAL INTEREST:

Provide a detailed description of your direct or indirect, beneficial or financial interest in this license (i.e. percentage ownership).

CO OWNER/PM of Sugo Cucina

*If additional space is needed, please use the last page

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Signature: Rudolph Maniscalco Date: 9/10/15

Title: Director RJM INC. (If Corporation/LLC Representative)



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114
ALCOHOLIC BEVERAGES CONTROL COMMISSION

PERSONAL INFORMATION FORM

Each individual listed in Section 10 of this application must complete this form.

1. LICENSEE INFORMATION:

A. Legal Name of Licensee	RJM Inc	B. Business Name (dba)	Sugo Cucina Italiana
C. Address	162 MASS AVE	D. ABCC License Number (If existing licensee)	
E. City/Town	Arlington	State	MA
		Zip Code	02474
F. Phone Number of Premise	781-648-0005	G. EIN of License	

2. PERSONAL INFORMATION:

A. Individual Name	Josephine Maniscalco	B. Home Phone Number	617-229-5051
C. Address	2 North Bennet Court		
D. City/Town	Boston	State	MA
		Zip Code	02113
E. Social Security Number		F. Date of Birth	
G. Place of Employment	Sugo Cucina Italiana		

3. BACKGROUND INFORMATION:

Have you ever been convicted of a state, federal or military crime? Yes ☐ No ☒

If yes, as part of the application process, the individual must attach an affidavit as to any and all convictions. The affidavit must include the city and state where the charges occurred as well as the disposition of the convictions.

4. FINANCIAL INTEREST:

Provide a detailed description of your direct or indirect, beneficial or financial interest in this license.

IMPORTANT ATTACHMENTS (8): For all cash contributions, attach last (3) months of bank statements for the source(s) of this cash.
*If additional space is needed, please use the last page

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Signature Josephine Maniscalco Date 8/18/2015
Title Treasurer (If Corporation/LLC Representative)



Town of Arlington, Massachusetts

Request: Common Victualler and All Alcohol Licenses

Summary:

Shanghai 3, Inc., d/b/a Shanghai Village Asian Cuisine
434-436 Massachusetts Avenue, Andy Lian

ATTACHMENTS:

Type	Description
<input type="checkbox"/> Reference Material	inspection reports & application

LICENSE APPLICATION REPORT

Type of License: Common Victualler License & All Alcohol License

Name of Applicant: Andy Lian, Shanghai 3, Inc. d/b/a Shanghai Village Asian Cuisine
(Formerly the Shanghai Village Restaurant)

Address: 434-436 Massachusetts Avenue

The following Departments have **no objections** to the issuance of said license:

- Police x
- Fire
- Health
- Building
- Planning

The following Departments have **no objections** but have made comments or conditions regarding the issuance of said license: (see attached)

- Police
- Fire x
- Health x
- Building x
- Planning x

The following Departments have **objections** to the issuance of said license:
(see attached)

- Police
- Fire
- Health
- Building
- Planning

ARLINGTON POLICE DEPARTMENT

Frederick Ryan
Chief of Police



POLICE HEADQUARTERS
112 Mystic Street
Telephone 781-316-3900

Town of Arlington
MASSACHUSETTS 02474

September 1, 2015

On Tuesday, September 1, 2015 at 2:15 PM, I called and spoke with Andy Lian regarding this application for a Common Victualler License and all Alcohol License for the Shanghai Restaurant, located at 434-436 Mass Ave. Mr. Lian stated that this is his first business and will be adding a sushi bar upon approval from the Town. Mr. Lian stated that he will be serving alcohol at the Shanghai Restaurant.

I advised Mr. Lian that the Board of Selectmen may be conducting C.O.R.I and S.O.R.I checks during the application process.

Pending the checks conducted by the Board of Selectmen's Office, Arlington Police Dept. is not aware of any law enforcement or public safety reasons to object to the Common Victualler License and all Alcohol License for the Shanghai Restaurant.

Respectfully Submitted,

Detective Edward DeFrancisco

Applicant Signature Section

Signature

Date

"Proactive and Proud"

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by, September 16, 2015
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 434-436 Massachusetts Avenue
Applicant's Name: Andy Lian Shanghai 3, Inc
D/B/A: Shanghai Tokyo Restaurant Village Asian Cuisine
Telephone: 781-267-5472
Department: Sent Via E-mail Date: August 27, 2015

MEETING DATE: SEPTEMBER 21, 2015

Inspected By:

RE: COMMON VICTUALLER and ALL ALCOHOL LICENSE

Police
Fire
Board of Health
Building
Planning

INSPECTION REPORT SECTION:

Maintain all:

- Fire alarm systems
- Extinguishers
- Emergency lights + exit signs
- Clear exit paths
- Kitchen systems

APPLICANT SIGNATURE SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: _____

Date: _____

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by, **September 16, 2015**
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 434-436 Mass. Ave
Applicant's Name: Andy Lian Shanghai 3, Inc.
D/B/A: Shanghai Village Asian Cuisine
Telephone: 781-267-5472
Date Sent by Email: August 27, 2015

MEETING DATE: September 21, 2015

Inspected By:

RE: COMMON VICTUALLER LICENSE

Police
Fire
Board of Health
Building
Planning

INSPECTION REPORT SECTION:

- *This office is currently reviewing the plan review application that was submitted for Shanghai Tokyo. A letter will be sent to the owner outlining the conditions of approval by the end of the week.*
- *Once the plans have been approved and conditions outlined in the approval letter have been met, this office will conduct a final inspection before a permit to operate a food establishment will be issued.*
- *It is the owner's/manager's responsibility to ensure that the establishment complies with 105 CMR 590.000 (1999 Food Code)*

APPLICANT SIGNATURE SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: _____

Date: _____

BOARD OF SELECTMEN TOWN OF ARLINGTON – INSPECTION REPORT

Report is Due at the office of the Board of Selectmen by,

ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 434-436 Massachusetts Avenue
Applicants Name: Andy Lian Shanghai 3, Inc
D/B/A: Shanghai Tokyo Restaurant Village Asian Cuisine
Telephone: 781-267-5472
Department: Sent E-mail

Date: 9/16/2015

Report Filed By: Michael F. Byrne, Director of Inspectional Services
Arthur F. Rouse, Inspector of Wires
Kenneth McConnell, Inspector of Plumbing & Gasfitting

Departments:

Fire
Police
Board of Health
Building, Wiring, Plumbing

Re:

COMMON VICTUALLER and ALI.
ALCOHOL LICENSE

Building

All building changes need permits.
All sign changes need approval and sign permit.
Window signs cannot exceed 25% of window or fines will be levied.
Certificate of Occupancy is needed -\$100 fee.
The Director of Inspectional Services has no objection to the issuance/ renewal of this license as the applicant has been made aware of seating capacity and necessity for showing proof of ownership of sidewalk

Plumbing

The Inspector of Plumbing and Gasfitting has no objection to the issuance/ renewal of this license.
All plumbing and Gasfitting work requires that the permits be obtained from this office for their respective trades by licensed contractors.

Electrical

The Inspector Wires has no objection to the issuance/ renewal of this license.
The applicant acknowledges that this is a conditional approval of the premises only and is not to be constructed as approval by the Inspector of Wires of concealed electrical wiring. Any new wiring must conform to the Mass. Electrical Code. Notify the Inspector of Wires in accordance with Chapter 143, Section 3L.

I have received the above report and knowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicants risk.

Applicant's Name: _____

Date: _____

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by September 16th, 2015

ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 434-436 Massachusetts Avenue
Applicant's Name: Andy Lian Shanghai 3, Inc
D/B/A: Shanghai Tokyo Restaurant *Village Asim Cuisine*
Telephone: 781-267-5472
Department: Sent Via E-mail Date: August 27, 2015

MEETING DATE: SEPTEMBER 21, 2015

Departments: *Ted Fields 9.17.2015*

Re: COMMON VICTUALLER and ALL ALCOHOL LICENSE

Police
Fire
Board of Health
Building
Planning

Comments by each Division or Department:

The business proposed for this site is a 2500 square foot restaurant selling Chinese food for consumption on and off the premises. There is indoor seating for 85 patrons, no assigned on-street parking or off-street parking spaces. It is a medium-sized enterprise with five employees serving the business district and residential neighborhoods abutting Massachusetts Avenue in Arlington Center. Given its location in a B5 zoning district in the middle of Arlington Center, near other eateries serving alcohol, it is an appropriate type of establishment for this setting.

The Dept. of Planning and Community Development has no objection to the issuance of a Common Victualler and All Alcohol licenses as requested.

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: _____

Date: _____

OFFICE OF THE BOARD OF SELECTMEN

730 Massachusetts Avenue
Town of Arlington
Massachusetts 02476-4908

(781) 316-3020
(781) 316-3029 fax

\$60.00 Filing Fee

APPLICATION

☒ COMMON VICTUALLER LICENSE

☐ FOOD VENDOR LICENSE (Take Out Only)

You must complete an application packet from the Board of Health Department located at 27 Maple St.

You must have the completed application reviewed by the Inspections Department located at 51 Grove St. before filing this application with this office

Location 434 - 436 Massachusetts Avenue, Arlington

Name of Applicant Shanghai 3, Inc.

Corporate Name (if applicable) _____

D/B/A Shanghai Village Asian Cuisine

Date 8/12/15

I/We hereby agree to conform in all respects to the conditions governing such License as printed in the By-Laws of the Town, and such other rules and regulations as the Selectmen may establish. With the signing of this application, the applicant acknowledges that:

(A) it is understood that the Board is not required to grant the license.

(B) no work is to commence at the premises of the proposed location which is the subject matter of this application until the license is approved by the Board of Selectmen, and, furthermore, any work done is done at the applicant's risk, and

(C) in the event of a proposed sale of a business requiring a Common Victualler License, an application for a transfer of said license will be deemed to be an application for a new license (subject to the rules and regulations herein contained), and the owner of such business shall be required to file with the Board of Selectmen a thirty day notice of his intention to sell same before such application will be acted upon by the Selectmen.

(D) that the license is subject to revocation if the holder of the license does not comply with Town By-Laws or the Rules and Regulations of the Board.

Signature Name [Signature] Andy Lian, President

Signature Name _____

Phone: 781-267-5472 Email: Andy030577@yahoo.com

Note: (A) If a corporation, state full names and addresses of principal officers.

(B) If a co-partnership, information must be provided on each partner; if a corporation, information must be provided on corporate officer making application.

Name Andy Lian Name _____
Address 124 Lowell St Address _____
City Lexington Zip 02420 City _____ Zip _____
DESCRIPTION OF APPLICANT DESCRIPTION OF APPLICANT
Born in the U.S., Yes _____ No V Born in the U.S., Yes _____ No _____
Born Where China Born Where _____
Date of Naturalization _____ Date of Naturalization _____
Male or Female Male Male or Female _____
Date of birth _____ Date of birth _____
Height 6 ft. 1 in. Height _____ ft. _____ in.
Weight 170 Weight _____
Complexion yellow Complexion _____
Hair black Eyes black Hair _____ Eyes _____
Mother's Name Yen, shia lan Mother's Name _____
Father's Name Lian, Tsong Fan Father's Name _____
Wife's Maiden Name Yen Wife's Maiden Name _____
Photo 1 incl.



The Establishment shall operate as:

☐ Sole Ownership ☐ Partnership ☐ Total Number of Partners ☒ Corporation Based in MA

(Once approved, please go to Clerk's Office for Business Certificate)

Corporate Information Required:

President Andy Lian, 124 Lowell St Lexington MA 02420
Secretary Andy Lian 124 Lowell St Lexington MA 02420
Treasurer Andy Lian 124 Lowell St Lexington MA 02420
Name Address Zip

INFORMATION RELATIVE TO APPLICATION

Breakfast

Yes ☐ No ☐

Lunch

Yes ☒ No ☐

Dinner

Yes ☒ No ☐

Do you own the property? Yes ☐ No ☒ Tenant At Will ☐ Lease 5 years + 5 yr option

Hours of Operation:

Day Mon - Thurs Hours 11:30 am - 10:00 pm

Day Fri - Sat Hours 11:30 am - 10:00 pm

Day Sun Hours 12 noon - 10:00 pm

Floor Space 2,500 Sq. Ft.

Seating Capacity (if any) 1785

Parking Capacity (if any) 0 spaces

Number of Employees 5

List Cooking Facilities (and implements)

Will a food scale be in use for sale of items to the public? Yes ☐ No ☒

Will catering services be provided by you? Yes ☐ No ☒

A copy of the following items must be submitted with the application:

1. ☒ Layout Plan of Facility & Fixtures
2. ☒ Site Plan (obtained at Bldg. Dept., 51 Grove St.)
3. ☒ Outside Facade and Sign Plan (dimensions, color)
4. ☒ Menu
5. ☒ Maintenance Program

If the facilities are not yet completed, provide estimated cost of work to be done \$ _____

FOR OFFICE USE ONLY

Scheduled Hearing when Application will be presented to Board of Selectmen for approval:

Date _____ Time _____

Board Action: Approved Yes ☐ No ☐

APPLICANT'S RESUME

Food Business Experience of Applicant

From 2008 to Present
 Employee host D/B/A _____
 Sole Owner _____ Location Feng Shui Chelmsford
 Partnership _____ Type Food Chinese
 Corporation _____ Number of Employees _____

From 2007 to 2008
 Employee Bai Tendon D/B/A CJ
 Sole Owner _____ Location Chang Sha, Cambridge
 Partnership _____ Type Food Chinese
 Corporation _____ Number of Employees _____

List any other information that you feel will assist in the review of this application.

REFERENCES

Bank TD Bank Type Account Personal ☒ Business
 Address 419 Lowell St Lexington Phone 781-861-1436
 Account Number [REDACTED] Contact James Henry
 Personal Reference Jim Chen
 Address 9 Cross St #4, N Chelmsford Phone 978-905-1079
 Prior Employer Feng Shui
 Address 285 Chelmsford St Chelmsford Phone 978-250-8888
 Number of years employed 5+ From 2008 To Present
 Contact Charlie Chen Position Held host
 Other _____

Name

Address

AVE.

PLACE

MOORE

COURT

MASSACHUSETTS

100.27

237.0

57,008

424

426

215.78

239.84

8450

60.0

60.0

430

40.83

9131

69.11

100.0

73.51

432

436

156.36

40,353

23.67

36.84

444

3811

51.83

4228

A

2577

B

100.22

100.0

27.06

67.25

REAR 432-448

237.47

137.25

440



SHANGHAI VILLAGE RESTAURANT

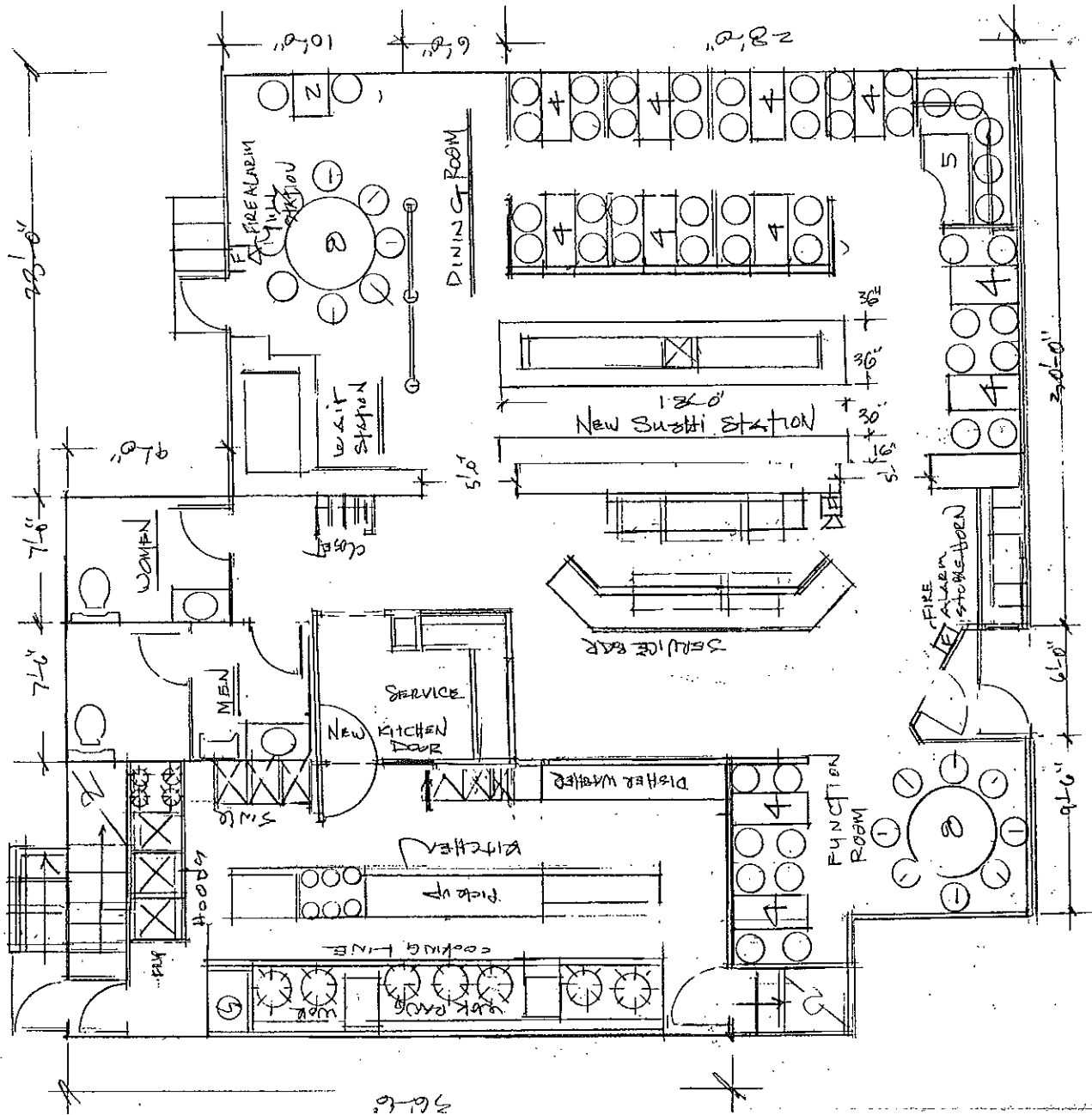
SHANGHAI
PARKING

REAR OF BUILDING



LUNCH
SPECIALS





Floor Plan: 3/16" = 1'-0"

Maintenance procedure

Opening Procedures

- 1) Ensure parking lot is swept and litter has been picked up.
- 2) Unlock restaurant.
- 3) Disable alarm. Check messages on voicemail.
- 4) Turn on all kitchen equipment and ensure in working order.
- 5) Turn on TV and/or music
- 6) Check restrooms for cleanliness and supplies.
- 7) Ensure thermostat is set to 70 degrees.
- 8) Ensure that sufficient employees to each work area, cleaning project, etc.
- 9) Assign employees to each work area, cleaning project, etc.
- 10) Hold a brief AM staff meeting. Explain assignments to employees. This should be a short 10-15 minutes meeting to ensure everyone is on the same page for the day.
- 11) Verbally confirm that each employee knows his or her assignment for the day.
- 12) Briefly cover any issues needing immediate attention, specials for the day, etc.

Closing Procedures

- 1) Check cash out for servers, hostess, bar, etc.
- 2) Check out entire kitchen line (equipment shut off, wells emptied, wiped down, dishes clean and restocked, trash emptied, floor swept and mopped)
- 3) Ensure no trash is outside of dumpster.
- 4) Check out bar area (liquor bottles wiped off and reorganized, beer wells stocked and re-iced, swept floor, clean counters)
- 5) Ensure salad bar is emptied, washed down
- 6) Turn off TV and/or music
- 7) Ensure dining area is swept, tables reset and chairs neatly arranged.
- 8) Check all doors to make sure they are locked.
- 9) Turn off all lights.
- 10) Set alarm.

FENG SHUI 101

SUSHI BAR • LOUNGE • HIBACHI

Feng Shui is an ancient art and science developed over 3,000 years ago in China.

The theories of yin and yang, as well as the five Feng Shui elements – metal, wood, fire, water, earth and air – are some of the basic aspects of Feng Shui analysis that comes from Taoism.

It is extensively used in both home and business environments all over the world today. By no coincidence, Feng Shui ingeniously incorporated numerous details of the classic Feng Shui elements, showcases perfectly a harmony of eastern culture and fine cuisines.

Feng Shui Restaurant is determined to define and reform the fusion of Asian cuisines to suit modern life style of healthy diet while keeping their traditional richness of taste and presentation way beyond its décor.

Feng Shui is fully committed to quality levels without any compromise. Through meticulous selection of ingredients, rigorous control of inventory, scientific procedures of food preparation, and elegant presentation of each dish, Feng Shui achieves its goal.

At the Hibachi section, you will be able to enjoy great meals sizzling right in front of you, along with entertainment and communication by a performing chef. What a wonderful experience for kids and family and memorable venue for birthday and corporate parties!

FENG SHUI

Additional Locations

COHASSET, MA
781.383.3328
380 CHIEF JUSTICE CUSHING HIGHWAY
(ROUTE 3A)

TYNESBORO, MA
978.649.8887
150 WESTFORD ROAD
(ROUTE 3 & 340) THE FLINTS CORNER PLAZA

STARTERS

- BEIJING RAVIOLI 6
Pan-fried or steamed (6 pcs) 6
- SPINACH GREEN DUMPLING 6
Shredded vegetable, served steamed (6 pcs) 6
- SCALLION PANCAKE 5
- CRAB RANGOON 7
Fried chicken fingers 7
- CHINESE SHUMAI 7
Fried with ground pork & vegetables, shrimp on top, served steamed (6 pcs) 6
- SPRING ROLLS 5
(2 pcs) 5
- EGG ROLLS 5
(2 pcs) 5
- FRIED CHICKEN WINGS 7
(6 pcs) 7
- BARBECUE SPARERIBS 9
(6 pcs) 9
- BONELESS SPARERIBS 7
- BEEF SKEWERS 9
(5 pcs) 9
- CHICKEN SKEWERS 8
(5 pcs) 8
- FENG SHUI SAMPLER 8
Fried shrimp, crab rangoon, boneless spareribs, beef skewers, chicken fingers, chicken wings and egg rolls, Single 11 Double 20

SOUPS

- HOT & SOUR SOUP 6
Must Try! Pr. 3 Qt. 6
- WONTON SOUP 6
Pr. 3 Qt. 6
- CHINESE SEAFOOD CHOWDER 11
Must Try! Pr. 3 Qt. 6
- MISO SOUP 6
Pr. 3 Qt. 6

SALADS

- HOUSE SALAD 6
Lettuce, baby tomato, shredded carrots with ginger dressing 4.5
- SEAWEED SALAD 6
Seaweed seasoned in sesame 6.5
- AVOCADO SALAD 6
Cucumber, cucumber, avocado and avocado mixed with mango 7

Must Try! Popular dish, won't be served if you must try!

Must Try! Popular dish, won't be served if you must try!

BEEF

- GOURMET BEEF COMPLETE 15
Classic stir-fried beef with a complete selection of fresh vegetables and/or sauce
- BEEF WITH BROCCOLI 13
- SZECHUAN SPICY BEEF 13
- HUNAN SPICY BEEF 13
- BEEF WITH PEAPODS 13
- BEEF WITH PEPPER & ONIONS 13
- BEEF WITH MUSHROOMS 13
- BEEF WITH MIXED VEGETABLES 13
- BEEF WITH WILD MUSHROOMS 15
Must Try!

CRISPY BEEF WITH SESAME

Beef seasoned with chef's sauce and served with steamed broccoli 15
Deep-fried in mild chili sauce & flavored with chopped orange parts on a bed of broccoli 15

YUEN-YAN SPICY BEEF 14
Stir-fried in hot pepper sauce on a bed of string beans 14

MONGOLIAN BEEF 15
Classic stir-fried beef with scallions & ginger 15

SIZZLING FILLET MIGNON WITH SCALLOPS 22
Stir-fried fillet mignon cubes and scallops with chef's special sauce 22

GRILLED SIRLOIN STEAK 22
Tender meat grilled to perfection and served with sauce, salad and rice 22

DUCK

BEIJING DUCK 38
Tender Long Island duck marinated and expertly roasted to achieve moist meat yet with crispy skin. Served with pancakes, scallions and cucumbers. Half 22 Whole 38

HOUSE CRISPY DUCK

Pre-cooked boneless flavored duck, coated in crispy and deep-fried to achieve perfect crunch and top of fresh vegetables with house special sauce on the side 18

SHANGHAI BONELESS DUCK

Roasted duck stir-fried with broccoli, peppers, black mushrooms in a Shanghai sauce 18

HUNAN SPICY BONELESS DUCK 18
Roasted duck stir-fried with broccoli, peppers, green and red pepper in a Hunan spicy sauce 18

Before placing your order, please inform your server if a person in your party has a food allergy. If you have special dietary restrictions, please notify our staff and we will try to accommodate you. Please see us at the bar for more information.

CHICKEN

- GOURMET CHICKEN COMPLETE 12
Classic stir-fried chicken with a complete selection of fresh vegetables and/or sauce
- CHICKEN WITH CASHW NUTS 12
- CHICKEN WITH BROCCOLI 12
- CHICKEN WITH PEAPODS 12
- CHICKEN WITH ASPARAGUS 12
- CHICKEN IN BLACK BEAN SAUCE 12
- CHICKEN WITH STRING BEANS 12
- SAUTEED CHICKEN WITH VEGETABLES 12
- CHICKEN WITH CHINESE EGGPLANT 12
- CHICKEN IN GARLIC SAUCE 12
- SZECHUAN CHICKEN 12
- HUNAN CHICKEN 12
- KUNG PAO CHICKEN WITH PEANUTS 12

SWEET AND SOUR CHICKEN

General Gau's Chicken 10
Orange Chicken 13
Sesame Chicken 14
Lemon Chicken 12
Lightly battered, fried and served with a lemon sauce 12

MALA CHICKEN 12
Stir-fried with red and green pepper, snow peas, onion and Chinese garlic, seasoned with chef's mala sauce 12

MINCED CHICKEN WITH PINE NUTS 12
With habanero sauce and lettuce leaves for wrappings 12

STEAMED CHICKEN & VEGETABLES (DIET) 12
With habanero sauce and lettuce leaves for wrappings 12

SEAFOOD

- GOURMET SEAFOOD COMPLETE 15
Classic stir-fried seafood with a complete selection of fresh vegetables and/or sauce
- SHRIMP IN LOBSTER SAUCE 14
- SHRIMP OR SCALLOPS IN GARLIC SAUCE 15
- SHRIMP WITH GINGER & SCALLOPS 15
- SAUTEED SHRIMP & VEGETABLES 15
- SHRIMP WITH ASPARAGUS 15
- SZECHUAN SPICY SHRIMP 15
- MALA SHRIMP 15
Must Try!
- KUNG PAO SHRIMP WITH PEANUTS 15
- SHRIMP WITH CASHW NUTS 15

FENG SHUI CRISPY PRAWN 16
With habanero sauce and lettuce leaves for wrappings 15

SALT & PEPPER CRISPY CALAMARI 15
Must Try!

MINCED SHRIMP WITH PINE NUTS 15
With habanero sauce and lettuce leaves for wrappings 15

STEAMED CHILEAN SEABASS 22
Selected Chilean seabass fillet lightly steamed with ginger and scallions 22

COCONUT SHRIMP 22
Deep fried crispy jumbo shrimp topped with coconut sauce 15

IMPERIAL COUPLE 16
Shrimp & scallop with broccoli in Szechuan spicy sauce 16

SEAFOOD FESTIVAL 21
Lobster, scallops and shrimp with scallions and onions 21

STEAMED SHRIMP WITH VEGETABLES (DIET) 14

VEGETABLES

- GOURMET VEGETABLE COMPLETE 10
A rich selection of fresh veggies prepared in tasty chef's special sauce
- SAUTEED SHANGHAI GREENS 10
- SAUTEED SNOW PEAPODS 10
- SAUTEED ASPARAGUS 10
- SAUTEED SPINACH 10
- BLACK MUSHROOMS, BAMBOO SHOOTS & PEAPODS 10
- BROCCOLI IN GARLIC SAUCE 9
- CHINESE EGGPLANT IN GARLIC SAUCE 9
- DRY COOKED STRING BEANS 10

HOME STYLE TOFU 6

Deep-fried tofu with veggies in a brown sauce 9

SZECHUAN TOFU 6

Cubed soft tofu in a spicy peppercorn sauce 9

VEGETARIAN'S DELIGHT 9

Mixed fresh veggies with tasty sauce or steamed 9

RICE & NOODLES

- FRIED RICE 8
Choice of chicken, beef, pork, shrimp or vegetables 8
House Special 10
- SPINACH FRIED RICE 9
Must Try!
- PLAIN RICE 2
White rice (Pine) 2
Brown rice (Pine) 2
- SINGAPORE RICE NOODLES 10
Fine rice noodles flavored with curry
- Choice of chicken, beef, pork, shrimp or vegetables 10

CHOW MEIN 10
Choice of chicken, beef, pork, shrimp or vegetable 10

LO MEIN 10
Soft egg noodles stir-fried. Choice of chicken, beef, pork, shrimp or vegetables 9 House Special 10

SHANGHAI PAN-FRIED NOODLES 13
Topped with a combination of beef, chicken, shrimp and assorted vegetables 13

SAUTEED UDON 10
Round wheat flour udon. Choice of chicken, beef, pork, shrimp or vegetables 10

ORIENTAL CRISPY PAD THAI 10
Must Try!
Angled hair noodles topped with a combination of chicken, shrimp, vegetables and crushed peanuts 11

CHOW FOON 10
Wide rice noodles in Cantonese style. Choice of chicken, beef, pork, shrimp or vegetables 10
House Special 11

MOO-SHI

MOO-SHI 10
Steamed mushroom, cabbage, wood ear, dried lily flower and scrambled egg, wrapped in four pancakes with selection of chicken, beef, pork, shrimp or veggies 11

EGG FOO YOUNG

EGG FOO YOUNG (CLASSIC) 10
A pancake filled with eggs, bean sprouts and onion, served with house special gravy. Choice of chicken, beef, roasted pork, shrimp or vegetable 10

Lunch

LUNCH EXPRESS

Available 11:30 am to 2:30 pm Monday through Sunday

COMBO PLATTER

Served with pork fried rice or white rice

ONELESS SPARERIBS, 9

SPRING ROLL & CHICKEN WINGS 9

CRAB RANGOON, BONELESS SPARERIBS & 9

FRIED SHRIMP 9

BEEF SKEWERS, BEIJING RAVIOLI & 9

CRAB RANGOON 9

CHINESE LUNCH PLATE

Served with chicken wings or spring roll and pork fried rice or white rice

GENERAL GAU'S CHICKEN 9

TUNG PAO CHICKEN 9

CHICKEN OR BEEF WITH BROCCOLI 9

SHRIMP WITH VEGETABLES 9

ALT & PEPPER CALAMARI 9

RY COOKED STRING BEANS 8

AD THAI WITH VEGETABLE, CHICKEN, BEEF OR SHRIMP (no rice) 8

JAPANESE LUNCH PLATE

Served with miso soup and house salad

USHI LUNCH SPECIAL 12

4 pcs of assorted sashimi & a spicy tuna roll

ASHIMI LUNCH SPECIAL 12

8 pcs of assorted sashimi served with rice

AKIMONO LUNCH SPECIAL

Choose 2 items for \$11 or 3 items for \$14

Can't combine same item in one order

SPICY TUNA 9

CALIFORNIA 9

CRAZY MAKI 9

ALASKAN 9

PHILADELPHIA 9

AVOCADO 9

AVO & CUCUMBER 9

IDAHO MAKI 9

CATERING AND BANQUET

Our professional banquet & catering services with every attention to detail. We serve you and thank you for your business. We'll be happy to serve you and your guests.

JAPANESE SHUMAI

Shrimp dumpling served steamed or fried (6 pcs) 6

GYOZA

Meat and vegetable dumpling served steamed or pan-fried (6 pcs) 6

EDAMAME 12

Boiled green soybeans in the pod, lightly salted

SOFT SHELL CRAB 10

Deep fried soft shell crab

BEEF NEGIMA 9

Broiled thin slice of sirloin steak rolled with scallions

SAKURA ROLL 10

Crispy fried white fish mixed with crab meat & house special sauce

KAPPA SASHIMI MAKI 12

Sliced cucumber rolled with avocado, tobiko. Choice of tuna, salmon or yellowtail

SASHIMI APPETIZERS 12

Assorted fillets of fish

TUNA TATAKI 12

Slightly seared tuna served with onions, spicy garlic sauce and ponzu sauce

VEGETABLE TEMPURA 12

Fluffy and crisp deep-fried battered vegetables

SHRIMP & VEGETABLE TEMPURA 12

Fluffy and crisp deep-fried battered shrimp and vegetables

SUSHI ENTRÉES

All sushi entrees served with temp and salad

CHIRASHI 12

12 pcs sashimi on a bed of sushi rice

NIGIRI 12

7 pcs nigiri sushi and spicy tuna maki

MAKIMONO COMBO 19

Spicy tuna, California & crazy maki

COOKED SUSHI COMBO 19

Combination of cooked shrimp, eel and crabstick

SASHIMI REGULAR 22

15 pcs assorted sliced fish served with rice

SASHIMI DELUXE 29

21 pcs assorted sliced fish served with rice

FENG SHUI GARDEN 35

Chef's special choice of sashimi and washimi

SUSHI SASHIMI BOAT 45

Chef's choice of sashimi, washimi & rolls on a boat platter

FENG SHUI LOVE BOAT 59

Chef's choice of 15 pcs sashimi, 21 pcs sashimi & 3 rolls on a boat platter

Heat Temp Popular dish, new or special recipe, chef says you must try!

Spicy & vegetarian & raw & undercooked. Consuming raw or undercooked meats, poultry, seafood, shellfish and eggs may increase your risk of foodborne illness, especially if you have certain medical conditions. Contact your local health official for more information. Please contact us for additional information.

Japanese

SUSHI A LA CARTE

2 pcs SUSHI or 3 pcs SASHIMI (add \$2.5) per order

MAGURO (TUNA) 6

SAKE (SALMON) 5.5

SMOKED SALMON 5.5

HAMACHI (YELLOWTAIL) 6

UNAGI (EEL) 5.5

EBI (SHRIMP) 4.5

KANIKAMA (CRABMEAT) 4

TAKO (OCTOPUS) 5

SUZUKI (STRIP BASS) 5

SABA (MACKEREL) 4.5

HOTTATEGAI (SCALLOP) 6

IKURA (SALMON ROE) 3.5

UNI (SEA URCHIN) 7.5

TOBIKO (FLYING FISH EGG) 5

IKU (SQUID) 4.5

TAMAGO (EGG CAKE) 3

MAKIMONO

SPICY TUNA MAKI 7.0

TUNA MAKI 5.5

TUNA AVO MAKI 7.0

SPICY SALMON MAKI 6.5

SALMON MAKI 5.5

ALASKAN MAKI 6.5

NEGHAMA MAKI 6.0

SEARED WHITE TUNA MAKI 10

CALIFORNIA MAKI 7.0

AVOCADO MAKI 4.5

KAPPA MAKI 4.0

IDAHO MAKI 3.5

PHILADELPHIA MAKI 7.0

CRUNCH MAKI 6.0

UNAKYU MAKI 7.0

UNA-AVO MAKI 7.5

CRAZY MAKI 9.0

SHRIMP TEMPURA MAKI 10

SPIDER MAKI 11

CATERPILLAR MAKI 12

B22 MAKI 12

SCORPION MAKI 12

VOLCANO MAKI 13

SPICY SCALLOP TEMPURA MAKI 15

SIGNATURE ROLLS

RED SOX MAKI 16

Jumbo Pacific scallop tempura, spicy mayo, topped with tuna, crispy shredded potato, avocado, and cilantro

CELTICS MAKI 16

Soft shell crab tempura, asparagus, spicy mayo with spicy tuna, house soy and wasabi tobiko

FENG SHUI MAKI 16

Crispy shrimp, salmon, tuna, yellowtail, avocado, tobiko and spicy mayo

LOBSTER TEMPURA ROLL 16

Loosier tempura wrapped inside & outside, covered with smoked salmon & avocado

SPRING FLOWER ROLL 16

Seared tuna & avocado with crunchy stake rolls with house special & salmon skin

JALAPENO ROLL 16

Shrimp tempura and avocado wrapped in soy paper, topped with jalapeno and scallion

BAKED PHILADELPHIA ROLL 16

Eel & avocado wrapped inside & outside, covered with smoked salmon on top

DRAGON MAKI 16

Eel and avocado wrapped around kani, cucumber and kani

SNOW MOUNTAIN 16

Shrimp tempura, tobiko, tempura stake inside and outside with snow crab & mayo

RAINBOW MAKI 16

Eel, avocado, cucumber & tobiko, spicy mayo wrapped with assorted sashimi

PHOENIX MAKI 14

Spicy tuna and shrimp tempura

TERIYAKI @ GRILL

Teriyaki meat or seafood broiled and smothered in house special teriyaki sauce.

Soup, salad and rice included

CHICKEN 16

BEEF 18

SALMON 18

SEA SCALLOP 19

BUFFET

LUNCH BUFFET

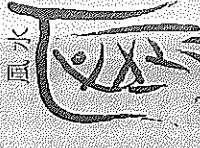
Mon - Sun, 11:30am to 2:30pm (except holidays)

DINNER BUFFET

Sunday, 3:00pm to 10:00pm (except holidays)

FENG SHUI provides daily lunch buffet with over 30 different dishes. A healthy combination of salads, soups, Chinese gourmet entrees, sushi rolls, delicious desserts, and seasonal fruits. Seasonal specials of lobster, prawns & king crab legs are provided for dinner buffet on Sunday.

Taste, Quality and Style



Shanghai Tokyo & HONG KONG

HIBACHI • SUSHI • LOUNGE

"Feng Shui is nothing to chance" by Nancy V. Birnie The Boston Globe, May 25, 2008

"Absolutely fell in love with it!" - Betty Costa, NECN-TV Diner Designations, May 2008

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285 Gainsford Street (Rt. 110) Gainsford, MA 01824

Tel: 978.250.8888

Fax: 978.250.8887

www.gofengshui.com

Open Hours

Mon - Thur: 11:30am - 10pm

Fri - Sat: 11:30am - 10pm

Sun: 11:30am - 10pm

APPLICATION FOR RETAIL ALCOHOLIC BEVERAGE LICENSE

City/Town

Arlington

1. LICENSEE INFORMATION:

A. Legal Name/Entity of Applicant:(Corporation, LLC or Individual) Shanghai 3, Inc.

B. Business Name (if different): Shanghai Village Asian Cuisine C. Manager of Record: Andy Lian

D. ABCC License Number (for existing licenses only):

E. Address of Licensed Premises: 434-436 Massachusetts Avenue City/Town: Arlington State: MA Zip: 02174

F. Business Phone: (781) 267-5472

G. Cell Phone:

H. Email: andy030577@yahoo.com

I. Website:

J. Mailing address (if different from E.):

City/Town:

State:

Zip:

2. TRANSACTION:

- ☒ New License
 ☐ New Officer/Director
 ☐ Transfer of Stock
 ☐ Issuance of Stock
 ☐ Pledge of Stock
☐ Transfer of License
 ☐ New Stockholder
 ☐ Management/Operating Agreement
 ☐ Pledge of License

The following transactions must be processed as new licenses:

- ☐ Seasonal to Annual
 ☐ (6) Day to (7)-Day License
 ☐ Wine & Malt to All Alcohol

IMPORTANT ATTACHMENTS (1): The applicant must attach a vote of the entity authorizing all requested transactions, including the appointment of a Manager of Record or principal representative.

3. TYPE OF LICENSE:

- ☒ §12 Restaurant
 ☐ §12 Hotel
 ☐ §12 Club
 ☐ §12 Veterans Club
 ☐ §12 Continuing Care Retirement Community
☐ §12 General On-Premises
 ☐ §12 Tavern (No Sundays)
 ☐ §15 Package Store

4. LICENSE CATEGORY:

- ☒ All Alcoholic Beverages
 ☐ Wine & Malt Beverages Only
 ☐ Wine or Malt Only
☐ Wine & Malt Beverages with Cordials/Liqueurs Permit

5. LICENSE CLASS:

- ☒ Annual
 ☐ Seasonal

6. Contact Person concerning this application (attorney if applicable)

NAME:

ADDRESS:

CITY/TOWN: STATE ZIP CODE

CONTACT PHONE NUMBER: FAX NUMBER:

EMAIL:

7. Description of Premises:

Please provide a complete description of the premises to be licensed. The description should include the location of all entrances and exits.

IMPORTANT ATTACHMENTS: The applicant must attach a floor plan with dimensions and square footage for each floor & room.

Occupancy Number: Seating Capacity:

8. Occupancy of Premises:

By what right does the applicant have possession and/or legal occupancy of the premises?

IMPORTANT ATTACHMENTS: The applicant must submit a copy of the final lease or documents evidencing a legal right to occupy the premises.

Other:

Landlord is a(n): Other

Name Phone:

Address: City/Town: State Zip

Initial Lease Term: Beginning Date Ending Date

Renewal Term: Options/Extensions at Years Each

Rent: per year Rent: per month

Do the terms of the lease or other arrangement require payments to the Landlord based on a percentage of the alcohol sales?
Yes ☐ No ☒

IMPORTANT ATTACHMENTS: If yes, the Landlord is deemed a person or entity with a financial or beneficial interest in this license. Each individual with an ownership interest in the Landlord must be disclosed in §10 and must submit a completed Personal Information Form attached to this application. Entity formation documents for the Landlord entity must accompany the application to confirm the individuals disclosed.

9. Licensee Structure:

The Applicant is a(n):

Corporation

Other :

If the applicant is a Corporation or LLC, complete the following:

State of Incorporation/Organization: MA

Date of Incorporation/Organization:

07/24/2015

Is the Corporation publicly traded? Yes ☐ No ☒**10. Interests in this License:**

List all individuals involved in the entity (e.g. corporate stockholders, directors, officers and LLC members and managers) and any person or entity with a direct or indirect, beneficial or financial interest in this license (e.g. landlord with a percentage rent based on alcohol sales).

IMPORTANT ATTACHMENTS: All individuals or entities listed below are required to complete a [Personal Information Form](#).

Name	Title	Stock or % Owned	Other Beneficial Interest
Pang Jung Lo	Director	20%	none
Andy Lian	President/Treas/Sec.	40%	none
Chang Qu Zou	Director	40%	none

*If additional space is needed, please use last page.

11. Existing Interests in Other Licenses:

Does any individual listed in §10 have any direct or indirect, beneficial or financial interest in any other license to sell alcoholic beverages? Yes ☐ No ☒ If yes, list said interest below:

Name	License Type	Licensee Name & Address
	Please Select	
	Please Select	
	Please Select	
	Please Select	
	Please Select	
	Please Select	
	Please Select	

*If additional space is needed, please use last page.

12. PREVIOUSLY HELD INTERESTS IN OTHER LICENSES:

Has any individual listed in §10 who has a direct or indirect beneficial interest in this license ever held a direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages, which is not presently held? Yes ☐ No ☒ If yes, list said interest below:

Name	Licensee Name & Address	Date	Reason Terminated
			Please Select
			Please Select
			Please Select

13. DISCLOSURE OF LICENSE DISCIPLINARY ACTION:

Have any of the disclosed licenses to sell alcoholic beverages listed in §11 and/or §12 ever been suspended, revoked or cancelled? Yes ☐ No ☒ If yes, list said interest below:

Date	License	Reason of Suspension, Revocation or Cancellation

14. CITIZENSHIP AND RESIDENCY REQUIREMENTS FOR A (§15) PACKAGE STORE LICENSE ONLY :**A.) For Individual(s):**

1. Are you a U.S. Citizen?

Yes ☐ No ☐

2. Are you a Massachusetts Residents?

Yes ☐ No ☐

B.) For Corporation(s) and LLC(s) :

1. Are all Directors/LLC Managers U.S. Citizens?

Yes ☐ No ☐

2. Are a majority of Directors/LLC Managers Massachusetts Residents?

Yes ☐ No ☐

3. Is the License Manager or Principal Representative a U.S. Citizen?

Yes ☐ No ☐

C.) Shareholder(s), Member(s), Director(s) and Officer(s):

1.. Are all Shareholders, Members, Directors, LLC Managers and Officers involved at least twenty-one (21) years old?

Yes ☐ No ☐

15. CITIZENSHIP AND RESIDENCY REQUIREMENTS FOR (§12) RESTAURANT, HOTEL, CLUB, GENERAL ON PREMISE, TAVERN, VETERANS CLUB LICENSE ONLY:**A.) For Individual(s):**

1. Are you a U.S. Citizen?

Yes ☐ No ☐

B.) For Corporation(s) and LLC(s) :

1. Are a majority of Directors/LLC Managers **NOT** U.S. Citizen(s)?

Yes ☐ No ☒

2. Is the License Manager or Principal Representative a U.S. Citizen?

Yes ☒ No ☐

C.) Shareholder(s), Member(s), Director(s) and Officer(s):

1.. Are all Shareholders, Members, Directors, LLC Managers and Officers involved at least twenty-one (21) years old?

Yes ☒ No ☐

16. COSTS ASSOCIATED WITH LICENSE TRANSACTION:

A. Purchase Price for Real Property:

\$0.00

B. Purchase Price for Business Assets:

\$200,000.00

C. Costs of Renovations/Construction:

\$10,000.00

D. Initial Start-Up Costs:

\$50,000.00

E. Purchase Price for Inventory:

\$0.00

F. Other: (Specify)

G: TOTAL COST

\$260,000.00

H. TOTAL CASH

\$30,000.00

I. TOTAL AMOUNT FINANCED

\$230,000.00

IMPORTANT ATTACHMENTS (6): Submit any and all records, documents and affidavits including loan agreements that explain the source(s) of money for this transaction. Sources of cash must include a minimum of three (3) months of bank statements.

The amounts listed in subsections (H) and (I) must total the amount reflected in (G).

17. PROVIDE A DETAILED EXPLANATION OF THE FORM(S) AND SOURCE(S) OF FUNDING FOR THE COSTS IDENTIFIED ABOVE (INCLUDE LOANS, MORTGAGES, LINES OF CREDIT, NOTES, PERSONAL FUNDS, GIFTS):

personal savings and personal loans

*If additional space is needed, please use last page.

18. LIST EACH LENDER AND LOAN AMOUNT(S) FROM WHICH "TOTAL AMOUNT FINANCED" NOTED IN SUB-SECTIONS 16(I) WILL DERIVE:

A.

Name	Dollar Amount	Type of Financing
Tsong Fan Lian, Mei Li Lian Christina W. Chaput, Hsueh Lin Lian	\$90,000.00	personal loan to Andy Lian
Yun Ding Gao Yan Fang Zou	\$100,000.00	personal loan to Chang Qu Zou
Chun Tzu Chen Sue Asieh	\$40,000.00	personal loan to Pang Jung Lo

*If additional space is needed, please use last page.

B. Does any individual or entity listed in §19 as a source of financing have a direct or indirect, beneficial or financial interest in this license or any other license(s) granted under Chapter 138? Yes ☐ No ☒

If yes, please describe:

19. PLEDGE: (i.e. COLLATERAL FOR A LOAN)

A.) Is the applicant seeking approval to pledge the license?

☐ Yes ☒ No

1. If yes, to whom:

2. Amount of Loan:

3. Interest Rate:

4. Length of Note:

5. Terms of Loan :

B.) If a corporation, is the applicant seeking approval to pledge any of the corporate stock?

☐ Yes ☒ No

1. If yes, to whom:

2. Number of Shares:

C.) Is the applicant pledging the inventory?

☐ Yes ☒ No

If yes, to whom:

IMPORTANT ATTACHMENTS (7): If you are applying for a pledge, submit the pledge agreement, the promissory note and a vote of the Corporation/LLC approving the pledge.

20. CONSTRUCTION OF PREMISES:

Are the premises being remodeled, redecorated or constructed in any way? If YES, please provide a description of the work being performed on the premises: ☒ Yes ☐ No

Adding a sushie bar.

21. ANTICIPATED OPENING DATE:

IF ALL OF THE INFORMATION AND
ATTACHMENTS ARE NOT COMPLETE
THE APPLICATION WILL BE
RETURNED



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114
www.mass.gov/abcc

MANAGER APPLICATION

All proposed managers are required to complete a Personal Information Form,
and attach a copy of the corporate vote authorizing this action and appointing a manager.

1. LICENSEE INFORMATION:

Legal Name of Licensee:	Shanghai 3, Inc.	Business Name (dba):	Shanghai Village Asian Cuisine
Address:	434-436 Mass Ave		
City/Town:	Arlington	State:	MA Zip Code: 02474
ABCC License Number: (If existing licensee)		Phone Number of Premise:	(617) 267-5472

2. MANAGER INFORMATION:

A. Name:	Andy Lian	B. Cell Phone Number:	(617) 267-5472
C. List the number of hours per week you will spend on the licensed premises:		40+ hours	

3. CITIZENSHIP INFORMATION:

A. Are you a U.S. Citizen:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	B. Date of Naturalization:	[REDACTED]	C. Court of Naturalization:	Boston
(Submit proof of citizenship and/or naturalization such as U.S. Passport, Voter's Certificate, Birth Certificate or Naturalization Papers)					

4. BACKGROUND INFORMATION:

A. Do you now, or have you ever, held any direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages?		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes, please describe: [REDACTED]		
B. Have you ever been the Manager of Record of a license to sell alcoholic beverages that has been suspended, revoked or cancelled?		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes, please describe: [REDACTED]		
C. Have you ever been the Manager of Record of a license that was issued by this Commission?		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes, please describe: [REDACTED]		
D. Please list your employment for the past ten years (Dates, Position, Employer, Address and Telephone):		
2008-Present/Host, Feng Shui, 285 Chelmsford Street, Chelmsford, MA 01824; 2007-2008/ Bar Tender, Chang Sho, Cambridge, MA		

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Signature		Date	8/6/15
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For coursework completed on August 31, 2015

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is hereby granted to:

Andy Lian

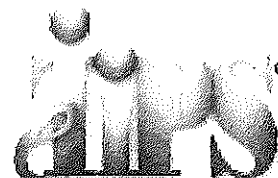
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Town of Arlington, Massachusetts

Arlington Cultural Council

Summary:

Merli Guerra
(term to expire 8/31/2018)

Nilou Mochhala
(term to expire 9/30/2018)

ATTACHMENTS:

Type	Description
<input type="checkbox"/> Reference Material	Guerra Reference
<input type="checkbox"/> Reference Material	Mochhala Reference

From: Karin Blum <kesblum@gmail.com>
To: Marie Krepelka <mkrepelka@town.arlington.ma.us>
Cc: "Eliza Burden and Karin Blum, ACC Co-Chairs" <arlingtonculturalcouncil@yahoo.com>
Date: 07/16/2015 03:56 PM
Subject: New Cultural Council member

MEMO

Date: July 16, 2015
To: Selectmen's Office / Town of Arlington
From: Recording Secretary / Arlington Cultural Council
Re: Appointment of new member to the Arlington Cultural Council

At its monthly business meeting on July 13, 2015, the Arlington Cultural Council unanimously approved the appointment of a new council member whose first term begins immediately and expires in August 2018.

Merli Guerra

15 Wollaston Avenue

Arlington MA 02476

merli.v.guerra@gmail.com

978.394.3003

A resume has been attached for your reference. Thanks very much for your assistance.

Attachments:

File: [Merli V. Guerra - CV.pdf](#) Size: 313k Content Type: application/pdf

MERLI V. GUERRA

merliguerra.com • merli.v.guerra@gmail.com • 978.394.3003 • 15 Wollaston Avenue, Arlington MA 02476

ABSTRACT

Merli V. Guerra, Artistic Director of Luminarium Dance Company in Boston, is a professional dancer and award-winning interdisciplinary artist. She has studied dance and performed lead roles on international tours to India (2007, 2012) and Japan (2009), with Brazil on the horizon, while her choreographic works, dance-on-camera films, and video art installations have been selected for presentation across the country, from New England to New York to the West Coast. Her two 2013 films were most recently selected for this year's Glovebox Short Film & Animation Festival. She is also fortunate to design the region's leading periodical in contemporary arts and culture as Production Manager of *Art New England* magazine, and recently replaced Debra Cash at *The Arts Fuse* as its weekly dance picks contributor and performance critic. Merli's work with Luminarium extends beyond the traditional stage. One such example is her "Night at the Tower" project, which was recently chosen as one of just three projects (out of 5,000+) across the state in 2014 for the Massachusetts Cultural Council's prestigious 2015 Gold Star Award. Guerra frequently acts as a panelist, judge, guest choreographer, critic, speaker, and advocate for the Boston dance community. To learn more and view her online portfolio, please visit merliguerra.com.

EDUCATION

Phi Beta Kappa and Magna Cum Laude Graduate of Mount Holyoke College '09.
Bachelor of Arts Degree in Dance and Studio Art with a focus on Film (GPA 3.94).

SELF-PRODUCED PERFORMANCES

The Sleeprunner – Multicultural Arts Center, Cambridge MA (12/2014)

Luminarium's 2015 feature production, offering a full-length, continuous exploration through the world of dreams and set on a cast of nine. Created in collaboration with New York City costume designer Sueann Leung.

Night at the Tower – Arlington Reservoir, Arlington MA (9/2014)

The first event of its kind in Arlington: A one-night-only evening of dance, art, and 60-foot high video projections accentuating the historic water tower of Arlington Heights (Arlington MA). This project served as Luminarium's 2014 cultural community outreach project, created and led annually by Guerra.

ChoreoFest – Julie Ince Thompson Theatre, Dance Complex, Cambridge MA (8/2014)

Luminarium pioneers this unique annual festival, in which five dance companies join Luminarium in locking themselves inside the famous Dance Complex overnight to create new work for a performance the following evening. Viewers are encouraged to watch the process unfold via live stream online throughout the 24-hour period. 2014 participants included: Moving Target, Monkeyhouse, Stefanie D. Belnavis, Lipstick Criminals, and Chifferobe's TropiGals. All profits to be used in Luminarium's 2015 season, providing free dance events for underserved communities.

Secrets & Motion – Boston University Dance Theater, Boston MA (11/2013)

Luminarium's 2013 feature production, featuring installation art by local artist Hannah Verlin, and a photo series created in collaboration with Fine Art Photographer Larry Pratt.

Secrets & Motion – Center for Arts at the Armory, Somerville MA (9/2013)

The production's debut performance.

ChoreoFest – Julie Ince Thompson Theatre, Dance Complex, Cambridge MA (8/2013)

2013 participants included: Impact Dance, Intimations, Monkeyhouse, Paradise Lost, and Ryan P. Casey. All profits used in Luminarium's 2014 season, providing free classes for underserved communities.

Mythos:Pathos Culminating Finale Performance – OBERON, Cambridge MA (11/2012)

The culminating finale performance of the *Mythos:Pathos* project, which expanded over time, allowing audiences to view its progress from summer to late fall of 2012. The show utilized nontraditional lighting, while showcasing a contemporary take on Greek mythology.

Mythos:Pathos – Arsenal Center for the Arts, Watertown MA (9/2012)

Expanded performance.

Mythos:Pathos – Center for Arts at the Armory, Somerville MA (8/2012)

Debut performance.

MERLI V. GUERRA

merliguerra.com • merli.v.guerra@gmail.com • 978.394.3003 • 15 Wollaston Avenue, Arlington MA 02476

ChoreoFest – Julie Ince Thompson Theatre, Dance Complex, Cambridge MA (8/2012)
2012 participants included: 1,000 Virtues Dance, Sarah Mae Gibbons and Renée Amirault, Monkeyhouse, The People Movers, and Synthesis Aesthetics Project. All profits from the inaugural 2012 performance were donated to *Young At Arts*, an arts-based charity in South Boston MA.

Y.E.S. – Green Street Studios, Cambridge MA (11/2011)
Presented two new works in an evening-length concert including past repertory from throughout the season.

LEAP: Leading & Engaging Artistic Pursuits – Cambridge YMCA Theater, Cambridge MA (5/2011)
A collaboration with the Boys & Girls Club of Boston through the President's Innovation Fund.

FRACTURE: With fractured light comes self and shadow. – Cambridge, MA (10/2010)
Debut of Luminarium Dance Company. Acted as Artistic Director and one of two choreographers for the show. Premiered three new works, combining video projection with live performance.

SELECTED INVITATIONAL SHOWS, SCREENINGS & EXHIBITIONS

Glovebox Film Festival – Brattle Theatre, Cambridge MA (1/2015)
Guerra's two 2013 films *Threading Motion Project: Quilt Vignettes* and *The One I Keep* were selected for this prestigious festival.

Shine the Light Festival – Temple Shalom, Newton MA (12/2014)
This festival featured a class and performance by Luminarium Dance, alongside other local artists in this celebration of the arts and the power of light.

Wiscasset Art Walk – Wiscasset ME (8/2014)
Luminarium's Maine debut, performing interactively throughout the Wiscasset Art Walk.

Art City Cambridge – Harvard Square, Cambridge MA (8/2014)
Presented new performative and interactive work as part of this inaugural outdoor dance weekend.

ArtBeat Festival – Somerville Theatre, Somerville MA (7/2014)
Selected to present a full hour of work as a feature company on the primary stage.

Dance for World Community Festival – Jose Mateo Ballet Theatre, Cambridge MA (6/2011, 6/2012, 6/2013, 6/2014)
Luminarium invited to present work at this annual outdoor dance festival.

Third Life Choreographers Showcase – Third Life Studio, Somerville MA (2/2014)
Received special invitation to present a selection of Guerra's *Quilt Vignettes*, performed live with video projection.

Time Lapse Dance – Fine Arts Center Concert Hall, Amherst MA (10/2013)
Invited to present three of Luminarium's works and one film series at the UMass Fine Arts Center Concert Hall, joining the ranks of the FAC's prestigious professional dance series, while opening for Time Lapse Dance.

Forest Hills Lantern Festival – Forest Hills Cemetery, Jamaica Plain MA (7/2013)
A collaboration initiated by Guerra, performing an interactive work outdoors with five dancers emerging from three-foot white boxes, reminiscent of the Japanese lanterns launched on the water during this annual festival. This work was an early rendition of Guerra's feature piece *Hush*, which debuted later that season.

Boston Summer Arts Weekend – Copley Square, Boston MA (7/2012, 7/2013)
Invited to perform at this inaugural event, hosted by ArtsBoston, Citizen's Bank, WGBH, and the Boston Globe.

Milestones: Textiles of Transition – San Jose Museum of Quilts & Textiles, San Jose CA (5/2013 – 7/2013)
West Coast launch of the bi-coastal debut of Luminarium's *Threading Motion Project*, featuring Guerra's film series *Quilt Vignettes*. Invited for display in this contemporary exhibition at the country's oldest quilt museum.

Silk! – New England Quilt Museum, Lowell MA (4/2013 – 7/2013)
East Coast launch of the bi-coastal debut of Luminarium's *Threading Motion Project*, featuring Guerra's dance-on-camera film series *Quilt Vignettes*, on display and created in collaboration with the NEQM's exhibition *Silk!*

MERLI V. GUERRA

merliguerra.com • merli.v.guerra@gmail.com • 978.394.3003 • 15 Wollaston Avenue, Arlington MA 02476

Tinderbox Series – Mobius Alternative Arts Space, Cambridge MA (4/2013)

Luminarium is selected to present a preview performance of the *Threading Motion Project*, including live performances of *Cynthia Star* and *Spinal*, alongside five of the six final films.

Against the Odds Festival – Springstep, Medford MA (3/2013)

Selected to present *Andromeda* in this annual festival hosted by Monkeyhouse.

Conscientização – Ford Hall, Ithaca College, Ithaca NY (10/2012)

Invited to create a commissioned choreographic work alongside composer Justyne Griffin, themed in feudal revolution, and performed with a live chamber orchestra of 26 musicians in Ithaca's Ford Hall.

Dancers Among Us – Jordan Matter Photography (8/2012)

Featured online as one of nationally-acclaimed, NY Times best-selling author Jordan Matter's "Dancers Among Us" professional dancers, representing Boston MA.

Centennial Celebration – Louisa May Alcott's Orchard House, Concord MA (5/2012)

Invited to present new work entitled the *Celebration of Preservation* project in honor of the museum's centennial anniversary. Funded in part by the Concord Cultural Council.

Somerville Dance Festival – Union Square, Somerville MA (7/2012)

Selected to present *Andromeda*, as part of this outdoor evening festival combining video projection and performance.

ArtBeat Festival – Davis Square, Somerville MA (7/2012)

Luminarium selected as sole dance company to perform outdoors at night. Presented three pieces including Guerra's *Andromeda*.

Hatch Presenting Series – Jennifer Muller / The Works, NYC (5/2012)

Selected to present Guerra's dance-on-camera / live-performance piece *What seems so is transition (live)* in NYC.

Memento Mori Exhibit – Mobius Alternative Arts Space, Cambridge MA (10/2011)

One live performance piece (*Casting Shadows, Tearing Holes*) and one artistic film (*What seems so is transition*) selected for this introspective gallery exhibition exploring mortality.

Seacoast Fringe Festival – Portsmouth, NH (10/2011)

Invited to present a full evening of Luminarium work at two venues during this multi-day cultural arts festival.

In Sync/Sambandh Japanese Fundraiser – Easthampton MA (6/2011)

Invited to present work alongside Nataraj Dancers to support those affected by the devastation in Japan.

Commencement Concert – Mount Holyoke College, South Hadley MA (5/2011)

Presented an honorarium to return to Mount Holyoke and present new work at its Commencement Concert.

Movement at the Mills – Boston Center for the Arts, Boston MA (3/2011)

Chosen to present *Upon*, as well as a "breathing" installation using video projection, lights, cloth and a solo performer to produce an artistic take on cocoons and the evolution of body and thought.

Rhodywood Filmmakers Showcase – Providence RI (9/2009)

Presented *Synchronic*, followed by a public Q&A session.

Five College Film Festival – Amherst MA (2/2009)

Juried screening and public premiere of *Synchronic*. Winner of three awards, including Best of Festival.

INVITATIONAL LECTURES & PANELS

Boston Young Alumnae Speed Networking Event, Speaker – Lenox Hotel, Boston MA (4/2014, 4/2015)

Invited as an accomplished alum to speak as a "mentor in dance, non-profit management, and entrepreneurship" to 40 attendees. Both years, Guerra was the youngest Mount Holyoke graduate of the seven (2014) and ten (2015) alumnae mentors invited.

Dance & Multidisciplinary Arts Panel, Panelist – Somerville Arts Council, Somerville MA (10/2014 – 12/2014)

Served on the Somerville Arts Council's Dance & Multidisciplinary Arts Panel, reviewing applications for the 2015 grant cycle and determining which applications would receive funding.

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Breaking Barriers: (Re-Defining) Entrepreneurship Conference, Panelist – Mount Holyoke College (4/2014)

One of four alumnae selected to speak on the *Innovation in Art & Design* panel at this entrepreneurship conference. Keynote speaker: Alicia Stewart, Senior Producer of CNN's *In America*.

Annual BC Showdown, Judge – Conte Forum, Boston College (4/2014)

One of three notable Boston dance company directors invited to judge this annual dance competition, featuring the talents of 14 student groups to a sold-out audience of 3,500. All winnings donated to charity.

Silk Symposium, Featured Artist – New England Quilt Museum, Lowell MA (4/2013)

Invited to present the behind-the-scenes process behind the making of Guerra's *Quilt Vignettes* film series. This lecture is part of the *Fabric, Fashions & Quilts* symposium series presented by the New England Quilt Museum and the American Textile History Museum.

text & conText Artist Series, Featured Artist – Arsenal Center for the Arts, Watertown MA (9/2012)

Invited to speak about Guerra's career in the arts, covering a body of work from 2008 to 2012.

Crafting a Life in the Arts, Panelist – Mount Holyoke College (3/2011)

Invited as an alumna to speak on a panel about succeeding in the arts after graduating. Held at Mount Holyoke College's first Arts Career Day: "Crafting a Life in the Arts," attended by 200 eager students.

PERFORMANCE WORK

Deborah Abel Dance Company – Boston MA (2011 – Present)

Lead company member.

Performed in:

Deborah Abel, *Calling to You*

Calling to You was presented in Boston at the Tsai Center in March 2012 and again in January 2014, and was taken on tour across India by invitation of the Indian government in December 2012, performing in the following prestigious venues:

Deep Smriti Auditorium, Jaipur

Siri Fort Auditorium, New Delhi

Rukmini Arangam Theater at Kalashetra Foundation, Chennai

Luminarium Dance Company – Cambridge MA (2010 – Present)

Choreographer, Co-Founder, and Artistic Director

Performed in:

Holman, *Highest Moon*

Guerra, *Idle Reverie*

Guerra, *The Paint Piece*

Holman, *Agonia*

Guerra, *Casting Shadows, Tearing Holes*

Guerra & Holman, *It was 4am...*

Guerra & Holman, *you have hands, too?*

Holman, *Everything But Blue (the film)*

Holman, *An Obscure Journey*

Holman, *To Sleep!*

Holman, *Off the Wall*

Guerra, *Hush*

Guerra, *Left is Loss (or 'The Prelude')*

Holman, *For You, I*

Guerra, *Seirēn*

Holman, *of good, evil*

Nataraj Dancers, Under Guru Ranjanaa Devi – Amherst MA (2007 – Present)

Performed with the company on its Japan Tour, Summer 2009:

「シルクロードの古典舞踊」 ("Classic Dances Along the Silk Road")

American performances include:

Songs of the River

The Ramayana

Mudra: The Gesture Speaks

Offerings

Diwali Festival of Lights

Mount Holyoke College and Five College Dance Department – Pioneer Valley MA (2005 – 2008)

Performed in the following faculty and guest artist pieces:

Terese Freedman, *Four Eight*

Tim Early, *Distortion to Static*

Mark Morris, *Canonic ¾ Studies*

Mark Davis, *Ella*

Charles Flachs, *Contradiction*

Matisse Madden, *Suvai*

MERLI V. GUERRA

merliguerra.com • merli.v.guerra@gmail.com • 978.394.3003 • 15 Wollaston Avenue, Arlington MA 02476

PRESS

Guerra has been a featured artist in local and international periodicals, including:

[Boston Events Insider](#)

[Boston Arts Review](#)

[Somerville Café Blog](#)

[New England Theatre Geek](#)

[pixeladies.com](#)

[Mount Holyoke Alumnae Quarterly Magazine](#) (Fall 2013)

The Boston Globe

ChoreoFest is featured in the annual Spring Arts Preview (2014)

Secrets & Motion is highlighted as Critic's Pick twice and is featured in the annual [Fall Arts Preview](#) (2013)

ChoreoFest is featured as Editor's Pick (2012) and Critic's Pick (2013)

Mythos:Pathos is featured twice as Editor's Pick (2012)

[Quilt Alliance](#)

[Lowell Sun](#)

[Improper Bostonian](#)

Guerra and Holman are applauded as "unsung heroes" when Luminarium is featured as one of ten "stellar organizations" in the Boston arts scene.

[The Hindu](#)

Southern India's most widely-read English newspaper

[South Shore Critic](#)

[Boston Arts Review](#)

[MetroWest Daily News](#)

[Concord Journal](#)

[Mount Holyoke Alumnae Quarterly Magazine](#) (Summer 2011)

HONORS & AWARDS

Guest Choreographer – Emerson College (4/2015)

Invited by the Board of Emerson Dance Company (of Emerson College) to set a new work on its students for the spring dance concert as its sole guest choreographer.

Gold Star Award – Massachusetts Cultural Council (1/2015)

Guerra's grant-funded community outreach project *Night at the Tower* (Arlington MA), Luminarium's largest outdoor community event to date, is chosen as one of three projects (out of 5,000+) across the state in 2014 for the Massachusetts Cultural Council's prestigious Gold Star Award.

LCC Grant Recipient – Amherst & Boston MA (1/2015)

Awarded grants through the Amherst Cultural Council and Boston Cultural Council to produce new work throughout 2015.

Choreographer in Residence – Green Street Studios (9/2014)

Invited by Artistic Director Lorraine Chapman to pilot Green Street Studios' new Choreographer in Residence program.

Grant Recipient – The Bob Jolly Charitable Trust (7/2014)

New to Boston, the Bob Jolly Charitable Trust bestows select Boston theater artists and organizations with grants for the development and presentation of new works of theater, while providing "access to, appreciation of, education about and exposure to the work of the greater Boston theater community." Invited by a Trust member as one of the first companies to apply, Luminarium received additional funding for its production *Night at the Tower*, 2014's cultural community outreach project led annually by Guerra.

LCC Grant Recipient – Arlington & Boston MA (1/2014)

Awarded a grant through the Arlington Cultural Council (part of the MCC) for a 2014 project headed by Guerra, and the Boston Cultural Council for Luminarium's 2014 programming.

"Unsung Heroes" – Improper Bostonian Magazine (3/2013)

Guerra and Holman are praised as "unsung heroes" in the Boston arts scene, with Luminarium (of which Guerra is Co-Founder and Artistic Director) featured as one of ten "stellar organizations that may have slipped under your radar" in the Spring 2013 Issue of *Improper Bostonian* magazine.

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LCC Grant Recipient – Lowell MA (1/2013)

Awarded a grant from the Lowell Cultural Council (part of the MCC) to go towards a collaboration headed by Guerra between Luminarium Dance Company and the New England Quilt Museum's upcoming exhibition "Silk."

LCC Grant Recipient – Boston, Concord, Somerville, & Watertown MA (1/2012)

Awarded four Local Cultural Council grants through the MCC to produce new work throughout 2012.

President's Innovation Fund – Boys & Girls Clubs of Boston (3/2011 – 5/2011)

Luminarium Dance Company (of which Guerra is both the Co-Founder and Artistic Director) was awarded a grant to introduce underprivileged city children to the arts through a series of workshops on visual art, dance, film and choreography, which culminated with a community performance.

Helen Rogers Award (4/2009)

For important contributions to the Mount Holyoke College Dance Department.

Five College Film Festival (3/2009)

Awarded Best of Mount Holyoke, Best Dance on Camera, and Best of Festival for self-produced film *Synchronic*.

The Williams Scholarship Fund (5/2005 – 5/2007)

Received three times for continued work and dedication towards the arts.

References available upon request.

OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR
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STEVEN M. BYRNE
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

August 31, 2015

Merli Guerra
15 Wollaston Avenue
Arlington, MA 02476

Re: Appointment: Arlington Cultural Council

Dear Ms. Guerra:

As a matter of the standard appointment procedure, the Board of Selectmen requests that you attend a meeting of the Board of Selectmen at Town Hall, Selectmen's Chambers, 2nd Floor, 730 Massachusetts Avenue, on Monday, September 21st at 7:15 p.m.

It is a requirement of the Board of Selectmen that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with either Mary Ann or Fran at the above number.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script, reading "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr

-----Original Message-----

From: Karin Blum <kesblum@gmail.com>
To: Marie Krepelka <mkrepelka@town.arlington.ma.us>
Cc: "Eliza Burden and Karin Blum, ACC Co-Chairs"
<arlingtonculturalcouncil@yahoo.com>, "Lubar, Suzi" <suzi@lubar.net>
Date: Thu, 13 Aug 2015 09:47:14 -0400
Subject: New Cultural Council member

MEMO

Date: August 13, 2015
To: Selectmen's Office / Town of Arlington
From: Recording Secretary / Arlington Cultural Council
Re: Appointment of new member to the Arlington Cultural Council

At its monthly business meeting on August 10, 2015, the Arlington Cultural Council unanimously approved the appointment of a new council member whose first term begins immediately and expires in September 2018.

Nilou Moochhala
9 Temple St
Arlington, MA 02476-6210
617-949-1173
nilou@nymdesign.com

A letter and biography has been attached for your reference. Thanks very much for your assistance.



NILOUFER MOOCHHALA, *Principal*

Suzi Lubar
Recording Secretary
Arlington Cultural Council
Arlington, MA

July 9, 2015

Dear Ms. Lubar:

This letter states my interest in joining the Arlington Cultural Council as a member.

I had brief meeting with Karin Blum a few weeks ago, who outlined to me the goals, organizational structure, and cultural focus of this wonderful local organization.

I am attaching a bio/resume for your records. Please do let me know if you need anything else.

Look forward to hearing from you soon!

Sincerely,
Nilou

About NYMdesign

Nilou Moochhala is the founding principal of Nymdesign, a multi-disciplinary design studio focusing on digital and print media. Over the past 15 years, Nymdesign has worked with small and large organizations in a range of industries – public, private/startup, educational, cultural, and non-profit.

Moochhala has worked with multinational organizations such as Microsoft, United Nations, and Amnesty International. Clients within the public sector range from the MBTA/Boston T to (former) Palo Alto Mayor Sid Espinosa's political campaign. Our dedicated work within the educational realm has included work for Yale, Stanford, & Harvard Universities. Nymdesign's ever-evolving passion to support cultural programs has allowed us to design for the Museum of the City of New York (NYC) and National Building Museum (DC); our work in the non-profit sector has included the Massachusetts Children's Alliance (Boston) and Aangan India (Mumbai), among others. Nymdesign was originally founded in Brooklyn, NY, but is now based in Arlington, MA. A sampling list of clients can be found on our website.

Prior to forming Nymdesign, Moochhala worked with a variety of organizations such as Sotheby's and New Museum in New York, and Smithsonian Institution in Washington, DC. While in NYC's Silicon Alley, she was Senior Art Director at the startup Orientation.com, where she managed the creative team. Ms. Moochhala received her Masters of Fine Arts in Graphic Design from the Yale University School of Art. Prior to that, she was awarded her Bachelor's in Studio Art from Mount Holyoke College (Phi Beta Kapa). She has served as adjunct professor at the State University of New York at Purchase, and been a visiting critic at the Maryland Institute of Contemporary Art. She is a member of AIGA Boston and is a design critic for their Annual Student Portfolio Review.

Locally, her design/art has been showcased at Arlington Open Studios, Art Rocks Menotomy, Chairful Where You Sit, as well as other venues across the Northeast US. She has been an active member of Arlington Public Art and assisted in the branding and design of Art Rocks and Chairful. Moochhala has served as a juror for the Transformer Box Project, as well as AIFF's Poster Contest. She is an award recipient of a 2015 Massachusetts Cultural Council grant for her public community design project "I Am Arlington".

She has lived in Arlington for the last 7 years with her husband and young (K-er) daughter.

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730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

August 31, 2015

Nilou Moochhala
9 Temple Street
Arlington, MA 02476

Re: Appointment: Arlington Cultural Council

Dear Ms. Moochhala:

As a matter of the standard appointment procedure, the Board of Selectmen requests that you attend a meeting of the Board of Selectmen at Town Hall, Selectmen's Chambers, 2nd Floor, 730 Massachusetts Avenue, on Monday, September 21st at 7:15 p.m.

It is a requirement of the Board of Selectmen that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with either Mary Ann or Fran at the above number.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script, reading "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Cemetery Commission

Summary:

Brian Hasbrouck
(term to expire 6/30/2017)

ATTACHMENTS:

Type	Description
<input type="checkbox"/> Reference Material	Hasbrouck Reference



Town of Arlington
Office of the Town Manager

Adam W. Chapdelaine
Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us

MEMORANDUM

DATE: September 2, 2015
TO: Board Members
SUBJECT: Appointment to Cemetery Commission

This memo is to request the Board's approval of my appointment of Brian Hasbrouck to the Cemetery Commission with a term expiration date of 6/30/2017.


Town Manager

---Original Message-----

From: Brian Hasbrouck <blhsc@gmail.com>

To: achapdelaine@town.arlington.ma.us, townmanager@town.arlington.ma.us

Date: Fri, 7 Aug 2015 15:46:24 -0400

Subject: Cemetery Commission Opening

Mr Chapdelaine,

I'm writing to apply for the open Cemetery Commission position. We met last spring at a Vision2020 Fiscal Resources Task Group meeting. I'm appending a resume, below, of information that is relevant to the position.

My property abuts the cemetery and since I'm pretty much retired I am available for meetings weekdays during the day. In addition to the Town Meeting cemetery issues such as budgets, capital expenses, running out of space, disrespectful use, and the Cook's Hollow debate, I am aware of some environmental topics such as Meadowbrook and the Mill Brook and lower Mystic Lake juncture. I have spoken at Town Meeting in favor of maintaining access to the cemetery to accommodate reasonable passive recreation. I think I am knowledgeable about current and typical burial practice. I know a bit about budgeting and landscape. I've been to a couple of Commission meetings, as an observer mostly, and have given some thought to what the Commission does and how it operates.

Please consider my interest.

Brian Hasbrouck

Resume

Brian Hasbrouck
46 Sherborn St.
Arlington, MA 02475
781.643.8047

Work Experience

Town Meeting Member Pct 9, perfect attendance 2012-present

Vision 2020 participant, lately with Fiscal Resources; regularly present on the Reservoir Committee during the berm rehab project (c. 2000)

Software Computer Professional 1983-2007

Education

SUNY Stony Brook M.S. 1983
Wesleyan University B.A. 1980

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730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

September 3, 2015

Brian Hasbrouck
46 Sherborn Street
Arlington, MA 02474

Re: Appointment: Cemetery Commission

Dear Mr. Hasbrouck:

As a matter of the standard appointment procedure, the Board of Selectmen requests that you attend a meeting of the Board of Selectmen at Town Hall, Selectmen's Chambers, 2nd Floor, 730 Massachusetts Avenue, on Monday, September 21st at 7:15 p.m.

It is a requirement of the Board of Selectmen that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with either Mary Ann or Fran at the above number.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script that reads "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

For Approval: Board Appointments to the Community Preservation Committee

Summary:

Adam W. Chapdelaine, Town Manager

ATTACHMENTS:

Type	Description
□ Document for Approval	Memorandum to Board
□ Reference Material	Screening Comm Report
□ Reference Material	Resume
□ Reference Material	Resume
□ Reference Material	Resume
□ Reference Material	Resume



**Town of Arlington
Office of the Town Manager**

Adam W. Chapdelaine
Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us
Website: www.arlingtonma.gov

To: Members of the Board of Selectmen

From: Adam Chapdelaine, Town Manager

RE: Community Preservation Committee – Recommended Appointments

Date: September 17, 2015

I am writing to provide you with the candidates that Chairman Greeley and I are recommending for appointment to the Community Preservation Committee by the Board of Selectmen. As you know, the Board appointed a screening committee to narrow the applicants from 21 to a smaller number recommended for interview by me and the Chairman. The report of the screening committee is included as an attachment to this agenda item. As you will see, the screening committee narrowed the field to 9 candidates recommended for interview.

The Chairman and I interviewed each of the 9 finalists for 15 minutes via phone and discussed both their general interest in serving on the committee along with specifics regarding their approach to handling the task ahead for the committee. I think I can speak for both myself and the Chairman in saying that we had a very difficult task in selecting only 4 from the pool of 9. All of the candidates were impressive and prepared, and certainly further prove that Arlington is fortunate to have such rich talent willing to volunteer their time for the Town.

After the interviews, both the Chairman and I individually ranked the candidates in order of preference. We both included the same 4 candidates in our top 4, though they were in a different order. The candidates that we would like to recommend to the Board for appointment are as follows:

Clarissa Rowe

David Levy

Eric Helmuth

Andrew Bengston

I have attached the letters of interest and resumes of each of these recommended candidates to this agenda item for the Board's reference. As mentioned, this was a very difficult selection process, but we respectfully request the Board's approval of these appointments.

From: "Charlie Foscett" <charlie.foscett@foskettco.com>
To: <greeleycom@aol.com>, <AChapdelaine@town.arlington.ma.us>
<tmichelman@gmail.com>, "Brian Rehrig" <brehrig@fieldspond.org>,
Cc: <georgelaite@verizon.net>, <mpbaker18@yahoo.com>, "Eileen Messina"
<EMessina@town.arlington.ma.us>
Date: 08/20/2015 12:17 PM
Subject: Report from the CPAC Resume Screening Committee

Committee Members:

Michael Baker

Charles Foscett

George Laite

Tom Michelman

Brian Rehrig

Dear Kevin and Adam:

First, the CPAC Resume Screening Committee would like to thank the Board of Selectmen and the Town Manager for the opportunity to participate in supporting the work of the Town with this special responsibility. I would like to personally add that this has been a great committee and fun to work with. Second, the Committee was impressed with the very high quality of all the applicants, which made screening a challenge. The Committee recommends that the Town thank all of the applicants for offering their services.

Michael Baker generously agreed to serve as recording secretary, and I have attached his draft minutes to this email.

The Committee received twenty-one (21) applications from the Town Manager's office on July 13th. After some organizational and scheduling difficulties associated with summer vacations, we were able to have our first official meeting on August 19th. As the Town Manager had previously distributed applications we had ample time to

review them in detail. Prior to the meeting, I distributed a suggested scoring matrix that we might consider using in order to objectively compare different applicants.

After some deliberation, the Committee adopted the matrix shown below as one approach to screening applications. Each committee member read all of the applicants resumes and background in great detail, and the pros and cons of each applicant were deliberated at length. Each applicant was scored by each Committee member on his own matrix.

Name	date rc'd	Relevant Life/ Professional Experience	Arlington Municipal Familiarity	Town Meeting Member	Educational Background	CPA Experience	Active in Town	Finance, Management, Analysis
John Belskis	7/7/15							
Andrew Bengtson	7/10/15							
Michael Jacoby Brown	7/10/15							
Sarah Burks	7/10/15							
Roland Chaput	6/30/15							
Marc Dohan	7/9/15							
Gabriella Eisner	7/10/15							
Ann Fitzgerald	7/9/15							
Catherine Garnett	7/10/15							
Cheryl Guerriero	6/11/15							
David Hajian	6/24/15							
Eric Helmuth	7/10/15							
Patsy Kraemer	6/30/15							
David Levy	7/10/15							
Dori Mazor	7/13/15							
Christopher Moore	7/10/15							
Marjorie Moores	7/10/15							
Tom Perkins	7/8/15							
Clarissa Rowe	7/7/15							
Steve Storch	7/8/15							
Ralph Willmer	7/10/15							

The shaded lines represent applicants who are not included in the deliberations. Mr. Wilmer withdrew from consideration. Ms. Mazor sent her application after the deadline. Mr. Belskis and Mr. Perkins did not provide all the information requested by the Town, so they could not be objectively compared to other applicants. As you can

see from the matrix above, the Committee considered relevant life and professional experience, familiarity with Arlington's municipality and how it works, whether or not the applicant is a participant in Town Meeting, the educational background of the applicant, whether the applicant had any experience with the Community Preservation Act in their professional life or in another town, the general level of active participation in Arlington affairs outside of town government, and whether or not the applicant had financial skills discernable to the Committee (important because the CPA Committee will be recommending the allocation of a budget between 1.5 million and \$2 million a year of the taxpayers funds over long period of time).

Many of the Committee members were familiar with at least some of the applicants, if not all. So in addition to the objective scoring described above, the Committee deliberated in detail on their subjective knowledge of the applicants.

In some of the "professional skills area" there were applicants whose skills overlapped. By consensus the Committee agreed to rank those groups separately to avoid skill duplication where possible. The three categories where this approach was taken were for professional architects, professional affordable housing specialists and professional landscape architects. Following this sequestration of some applicants, the Committee proceeded to carve out a group of five applicants who had objective scores clearly lower and well separated from all the others. Of the original twenty-one applications, four were eliminated for a priori reasons, three were sequestered because of duplicate of skills, and five because of low objective scores. Since three candidates were being recommended in the three special skills area, that left six applicants. After careful consideration five of these applicants were recommended for further consideration.

A summary of our scoring results, ranking the highest scoring to the lowest, are shown in table below:

Name	date rc'd	Pct. #	Rank
Clarissa Rowe	7/7/15	4	1
Marc Dohan	7/9/15	12	2
David Levy	7/10/15	21	3
Eric Helmuth	7/10/15	12	4
Patsy Kraemer	6/30/15	13	5
Sarah Burks	7/10/15	17	6
Roland Chaput	6/30/15	12	7
Catherine Garnett	7/10/15	13	8
Ann Fitzgerald	7/9/15	17	9
Christopher Moore	7/10/15	14	10
Steve Storch	7/8/15	21	11
Andrew Bengtson	7/10/15	7	12
Marjorie Moores	7/10/15	9	13
Cheryl Guerriero	6/11/15	5	14
Gabriella Eisner	7/10/15	10	15
David Hajian	6/24/15	10	16
Michael Jacoby Brown	7/10/15	17	17
John Belskis	7/7/15	18	
Dori Mazor	7/13/15	4	
Tom Perkins	7/8/15	21	
Ralph Willmer	7/10/15	14	

In the "special skills" category, it turned out that one of the applicants who was sequestered because of duplicative skills was David Levy, who was our third highest scoring applicant. Therefore the committee determined to recommend his application be considered further. The following nine applicants are recommended for further consideration:

Recommended Applicant	Precinct #
Andrew Bengtson	7
Sara Burks	17
Roland Chaput	12
Marc Dohan	12
Ann Fitzgerald	17
Eric Helmuth	12
Patsy Kraemer	13
David Levy	21
Clarissa Rowe	4

All of these applicants have broad experience, a history of commitment to Arlington, and special skills that will serve to enhance the success of the CPAC. The Committee unanimously recommends that all be considered for possible service on the CPAC.

Respectfully submitted,

Charlie Foskett

Charles T. Foskett

101 Brantwood Road

Arlington, MA 02476-8005

Tel: 781.646.5882

Fax: 781.641.4769

Mobile: 781.492.0800

Email: charlie.foskett@foskettco.com

Brown, Richardson & Rowe, Inc.
Landscape Architects and Planners

3 Post Office Square
Boston, Massachusetts
02110

t. 617-542-8552
f. 617-542-8517
www.brownrowe.com

July 7, 2015

Adam Chapdelaine
Town Manager
Town Hall
Arlington, Massachusetts
Via Email

RE: Interest in being appointed to the Community Preservation Act Committee

Dear Adam: I am interested in being appointed to the CPC to help get the Act successfully started in Arlington. As you know, I am passionately interested in parks and our historic resources. And, in my work, with the statewide Community Preservation Coalition and with the Housing Corporation of Arlington, I have expanded my interests to affordable housing statewide and in Arlington.

As part of the statewide Community Preservation Coalition, I worked to get the Act passed in legislature in 2001, attended the signing with Gov. Cellucci at Stonehurst in Waltham, and have been head of the statewide Coalition Steering Committee ever since. The dream of 2001 is now a reality in 45% of the Commonwealth. For example, 8500 affordable housing units have been provided throughout the state.

I live in East Arlington, and have been active in Arlington politics for decades. I helped found the Friends of Menotomy Rocks Park and the Arlington Land Trust, among other organizations. As a Selectman, I worked with Brian Sullivan on budgets and, behind the scenes, in getting him to bend during the GIC negotiations. My role, as one of the leaders of "Yes for Arlington", also assisted the Town, the Town Manager and the Board of Selectmen in securing a financial future for Arlington for almost a decade.

Having run my own landscape architectural business for 34 years, I am financially savvy, if not public about it. I run large design and construction projects for the Executive Office of Environmental Affairs' Gateway City Parks Program. This past June, we let five different construction contracts in five different cities. In the last year, the value of the work under construction totaled about 15-20 million dollars. I invite your interviewing committee to look at my attached resume and to visit my website listed above.

My work to stop the Mugar development is not out of character. East Arlington is plagued with flooding and has been for decades. I am first a landscape architect who understands the land. The land cannot support a 219 unit development that will push water into my neighborhood. I strongly support the HCA's 40B development on Westminster and their other efforts.

My long career and my work in Arlington has made me a pragmatist. I compromise when needed. I think that the Arlington CPC process should be one of listening and gathering information from the community first of all. The Community Process is integral to a

successful outcome for the CPA in Arlington. There are a lot of differed CPA projects that need to be funded but, like the Capital Plan, they need to be stretched out over a period of years. My goal would be, after the listening phase and the inventory work, to draft a five year plan of eligible CPA projects that works cooperatively with the Capital Plan.

I hope you will consider my application,

Clarissa Rowe
Landscape Architect
137 Herbert Road
Arlington, Massachusetts 02474

CLARISA ROWE, Principal
Landscape Architect, Mass. Reg. #675

PROFESSIONAL EXPERIENCE

Parks

Gateway Sheldon Street Park, Fitchburg, Massachusetts; Veterans' Park, Holyoke, Massachusetts;

Swasey Field, Haverhill, Massachusetts; Monoosnuc Brook Walk, Leominster, Massachusetts, and others, all part of the Gateway City Parks Program, Commonwealth of Massachusetts, Executive Office of Energy and Environmental Affairs

Georges Island in Boston Harbor, MA for the Island Alliance with McGinley Kalsow

Peddocks Island in Boston Harbor, MA for the Island Alliance with Bruner Cott

Nathan Tufts Park, Somerville, MA, for the City of Somerville

Halls Pond Sanctuary Restoration Project, Brookline, MA, for the Town of Brookline

Cape Cod National Seashore General Management Plan, for the National Park Service

Alewife Brook and Mystic Valley Park Lands, Cambridge-Somerville-Medford, MA, for the MDC

Soule Playground, Brookline, MA, for the Town of Brookline

Shipyard Park, Phase III, Charlestown Navy Yard, Charlestown, MA, for the BRA

Transportation, Urban Design and Streetscape

Barnstable Municipal Airport, Barnstable, MA, for the BMA Commission, with Edwards & Kelcey, Horsley Whitten, Brown, Lindquist, Fenuccio, and Raber Architects, and Earth Tech Architects

Crosby's Corner, Route 2, Lincoln and Concord, MA, for MHD, with The Louis Berger Group

Charles St./MGH MBTA Station Replacement, Boston, MA, for the MBTA, with Elkus

Manfredi Architects, Ltd./HDR Joint Venture

Historic Landscapes

Capital Needs Projects for the Boston Common and Public Garden Update in 2012

Georges Island Visitors Center, for McGinley, Kalsow Associates, and DCR

Chestnut Hill Waterworks Redevelopment, Boston, MA, for JV Diamond & Co. and E.O. Fish

Paul Revere House Property, Boston, MA, for Paul Revere Memorial Association, Fennick I McCredie

Corson Block, New Bedford, MA, for the National Park Service

Boston Common Visitors Center, Boston, MA, for the City of Boston Public Facilities Department,
with The MacPherson Partnership – Architects

Winthrop Park, Harvard Square, Cambridge, MA, for the Program on Public Space Partnerships, City of Cambridge Community Development, and the Winthrop Park Trust

Corporate and Commercial

Chatham Bars Inn and Resort, Chatham, MA, for Capital Properties, Inc.

Wall USA's, Coordinated Street Furniture Program, Boston, MA, for the BRA

Boott Mills Canalway Project, Lowell, MA, for Congress Group Properties

Campus and Institutional

North Allston Community-Wide Master Plan, North Allston, Massachusetts, for the Boston Redevelopment Authority with the Cecil Group

100 Cambridge Street/Leverett Saltonstall Building Renovation, Boston, MA, for Mass Development, with Elkus Manfredi Architects

Simmons College Library Replacement, Boston, MA, with FHCM-Stopfel Architects

Land Reclamation

Spectacle Island, Boston Harbor, MA, with the Joint Venture of Weston & Sampson/ Century Engineering, for the Massachusetts Highway Department. A sanitary landfill/public park project using compost in manufactured topsoil.

Jack Kerouac Park, Lowell National Historical Park, Lowell, MA, for Lowell Historic Preservation Commission and the National Park Service - presence of old concrete building foundation.

Manchester Riverfront Park System Master Plan, Printworks Park, Gateway Park, and Arms Park Promenade and Steps, all in Manchester, NH, for the City's Parks and Recreation Department.

Housing

St. Paul Housing, Brookline, MA, for Raymond Property Company

EDUCATION

Conway School of Landscape Design, Conway, Massachusetts, Graduate
Bryn Mawr College, Bachelor of Arts

MEMBERSHIPS AND AFFILIATIONS

Former Selectman and Chair, Board of the Selectmen, Town of Arlington, Massachusetts
Chair, Community Preservation Coalition, Boston, Massachusetts
Former Chair, Preservation Massachusetts
Arlington Representative to the Battle Road Scenic Byway Committee with the Towns of Lexington, Lincoln, Concord and Arlington
Founder, member of the Arlington Tourism and Economic Development Committee
American Society of Landscape Architects
Founder and Former President, Friends of Menotomy Rocks Park, Arlington, Massachusetts
Founder, President, Arlington Land Trust, Inc., Arlington, Massachusetts

AWARDS

2011 Preservation Achievement Award from the Boston Preservation Alliance for Georges Island Visitors Center
2011 Chatham Preservation Award for Eldredge Library Steps
2010 Paul E. Tsongas Profiles in Preservation Award from Preservation Massachusetts
2007 Conservationist of the Year Award, from The Trustees of Reservations for the

Community

Preservation Coalition, Clarissa Rowe, Chair of the Board

2006 Olmsted Award for excellence in landscape preservation at Nathan Tufts Park in Somerville,

Massachusetts, from Preservation Massachusetts

2004 Preservation Commission Award for Hall's Pond Sanctuary Restoration in Brookline,

Massachusetts

2004 Preservation Award for the Restoration of Nathan Tufts Park in Somerville, Massachusetts,

from the Massachusetts Historical Commission

2002 Green Seal Award from the Executive Office of Environmental Affairs

2000 Boston Society of Landscape Architects Honor Award for the work on Spectacle Island,

Boston Harbor, Massachusetts

1995 Federal Design Achievement Award for the Lowell Performance Pavilion in Boarding House Park in Lowell, Massachusetts

1995 Technical Excellence for Volunteer Actions Award by the North American Lake Management Society for Menotomy Rocks Park, Arlington, Massachusetts

1992 Excellence on the Waterfront award for Lowell Canalway, Lowell, Massachusetts

1988 Boston Society of Landscape Architects Honor Award for Winthrop Park, Harvard Square,

Cambridge, Massachusetts

PUBLICATIONS

Special Events on the Boston Common: Best Management Practices, for the Friends of the Public Garden, July 2008

Capital Needs Projects in Boston Common and the Public Garden, for the Friends of the Public Garden, March 2006.

Rowe, C. and Stuart, E. (Ed.) Restoring Urban Wetland - Pond Systems, in *Handbook of Water Sensitive Planning and Design*, CRC Press LLC, 2002.

Management of Exotic Species, Hall's Pond, Brookline, MA, Report to The Town of Brookline Conservation Commission, May 1998.

MDC Parkway Restoration: A Master Plan for Segments of the Alewife Brook and Mystic Valley Parkways, for the Metropolitan District Commission, 1995.

Cape Cod National Seashore Summary Management Plan, for the NPS, North Atlantic Region, 1995.

Special Events on the Boston Common: Budgeting for Landscape Mitigation, for the Friends of the Boston Common and Public Garden, 1995.

Soil Specifications and Installation and Composting Plan for Spectacle Island, a report on D021A, Materials Disposal System Project, for Century/Weston & Sampson Joint Venture, 1992.

Manchester Riverfront Park System, prepared for the City of Manchester Parks and Recreation Department, by Brown and Rowe, November 1981.

Kuwait Waterfront Project Master Plan, a study for the Municipality of Kuwait, prepared by Sasaki Associates, Inc. with Ghazi Sultan and Kuwaiti Engineers Office, 1978.

Andrew P. Bengtson
15 Allen Street #1
Arlington, MA 02474
617-943-5856
Andrew.Bengtson.TMM@gmail.com

Adam Chapdelaine, Town Manager
730 Massachusetts Avenue
Arlington, MA 02476

July 10, 2015

re: Arlington's Community Preservation Committee

Nine years ago my wife, daughter and I moved to Allen Street in Arlington. When we first arrived and drove to the circle at Spy Pond, I remember being struck by how close this natural open space is to our home. Its then recently completed park allows multiple entry points to experience the pond, and we spent many hours with our toddler wading in at the "beach". Arlington has the rare quality of being densely inhabited with plenty of breathing room. We enjoy both aspects of living here---public open space that allows us to experience our natural surroundings and density which fosters cultural richness.

Practicing as a registered architect for fourteen years, I believe I can contribute specific architectural skills to the Community Preservation Committee: I am knowledgeable in project budgeting, reviewing construction estimates, and weighing options during value engineering. I have worked in the field of affordable housing and housing generally, and understand the metrics of what makes for good places to live. I also have experience on adaptive reuse projects and am currently involved in a historic preservation project. Maintaining historical heritage makes fiscal, environmental and cultural sense.

My training in urban design would bring a perspective of how proposed CPA projects could fit within and contribute to Arlington as a whole. And having served two years as a Town Meeting Member, I understand that this committee will need to ensure that Arlington spends its taxpayer dollars wisely, and that these investments mindfully resource and strengthen the town.

Thank you for considering me for one of the open positions on the committee,

Andrew P. Bengtson

Andrew Paul Bengtson, AIA

15 Allen Street #1
Arlington, MA 02474
617-943-5856
Andrew.Bengtson.TMM@gmail.com

PROFESSIONAL EXPERIENCE

- Mar, 2013-present Project Architect, **Wilson Architects**, Boston, MA
Projects:
- Thayer School of Engineering Basis-of-Design Study, Dartmouth College, Hanover, NH
 - Contributed to the conceptual development of the study, a 150K sf building and 400 car garage
 - Assisted in creating the final study, client workshops, population programming, cost estimation
 - UMass Amherst Physical Sciences Building, West Experiment Station reconstruction, Amherst, MA
 - Contributed to the design development of the 20K sf historical reconstruction project, an element of the larger 80K sf research building
 - Assisting in creating the construction documents, Structural and MEP coordination
 - Hult International School of Business, 60K sf renovation, Cambridge, MA
 - Education First, 200K sf New construction and fitout, Cambridge, MA
- Sep, 2006-Mar, 2013 Project Architect, **Elkus Manfredi Architects**, Boston, MA
Projects:
- Alexandria Center at Kendall Square (ACKS), Cambridge, MA
 - Produced documents for and participated in the successful 2.5 year zoning and Special Permit process for the 1.7M sf Master Plan
 - 100 Binney Street, 400K sf lab/office core & shell, Cambridge, MA
 - Contributed to the conceptual and design development of the project, a building within ACKS
 - Assisted in creating the construction documents, client contact, product research, Structural and MEP coordination, VE process and construction contract administration
 - Boylston West, 600K sf Mixed-use core & shell, Boston, MA
 - NJIT Campus Gateway Master Plan, Newark, NJ
 - Multiple master planning and building studies
- Jan, 2005-Sep, 2006 Project Architect, **Bargmann, Hendrie + Archetype**, Boston, MA
Projects:
- Preservation Study for the former Civilian Conservation Corps camp at Upton State Forest, MA
 - Green Street Condominiums, 21 units of market-rate housing, Jamaica Plain, MA
 - Lofts on Capitol, 113 units of market-rate housing, adaptive re-use of a mill building, Hartford, CT
- Aug, 2003-Jan, 2005 Project Architect, **Mostue & Associates Architects** (now Davis Square Architects), Somerville, MA
Projects:
- Cathedral Hill Apartments, 48 units of tenant-owned housing, Springfield, MA
 - Chestnut Avenue Condominiums, 4 units of market-rate housing, Jamaica Plain, MA
- Summer, 2002 Internship with the **Harvard Green Campus Initiative** (now Office for Sustainability), Cambridge, MA
Project: A building performance audit to be used to evaluate Harvard's existing buildings with regards to energy and water efficiency
- Nov, 1998-Oct, 2001 Designer and Project Architect, **Jeremiah Eck Architects** (now Eck MacNeely Architects), Boston, MA
Projects:
- 4-6 Athens Terrace, a 2-Family residence, Harvard Planning and Real Estate, Cambridge, MA
 - 17 Grant Street, single family residence, Harvard Planning and Real Estate, Cambridge, MA
 - several private single-family homes
- Mar, 1993-Nov, 1998 Notable additional Architecture Offices
Leo A. Daly, Architects, Engineers, Planners, Interiors, Washington, D.C. (July '97-Nov'98)
- Cheung Kong Centre, a sixty-story commercial high-rise in Hong Kong
- Anthony M. O'Neill**, Architect, Landscape Architect, Monkstown, Co. Dublin, Ireland (Oct'96-Feb'97)
- Boyne Valley Visitor Centre for the Neolithic Passage-grave sites of Newgrange, Knowth, and Dowth
- Professor Josef Paul Kleihues** (Mar'93- Mar'94), Berlin, Germany
- The Museum of Contemporary Art, an addition to and renovation of the former Hamburg Train Station

ACADEMIC EXPERIENCE

Fall, 2002- **Tufts University** in affiliation with the School of the Museum of Fine Arts, Boston
Spring, 2007 **Visiting Lecturer:** Taught (in the evening) the Architectural Design Studio, a requirement for a Major in Architecture Studies, 12 students, 6 hours/week (typically fall semester, occasionally spring)

Jan, 2000- **Boston Architectural Center**
May, 2002 **Instructor:** Taught a range of Foundation Design Studios required for a Bachelor of Architecture degree

EDUCATION

June, 2003 **Harvard University Graduate School of Design**
Cambridge, Massachusetts
• Master of Architecture in Urban Design (**MArchUD**), degree conferred with Distinction

May, 1992 **Virginia Polytechnic Institute and State University**
Blacksburg, Virginia
• Bachelor of Architecture (**BArch**)

PROFESSIONAL REGISTRATIONS / AFFILIATIONS

- Registered Architect in Massachusetts, License # 10725
- Member of the American Institute of Architects, #30296770
- Member of the Boston Society of Architects
- LEED accredited

INTERESTS

- Arlington, MA Town Meeting Member since 2014
- Year round commuter cycling
- Driveway gardening

David J. Levy

7 Westmoreland Avenue, Arlington, MA 02474

(781) 646-0134

dlev71@gmail.com

July 10, 2015

Mr. Adam Chapdelaine
Town Manager
Town of Arlington
730 Massachusetts Avenue
Arlington, MA 02476

Re: Community Preservation Committee member – letter of interest

Dear Adam,

Please accept this cover letter and resume as evidence of my strong interest in serving as a member of Arlington's Community Preservation Committee (CPC). I understand that there are four general public positions open as part of this newly established nine-member committee, and I would appreciate your consideration.

As an affordable housing professional, I am familiar with the Community Preservation Act (CPA), its funding mechanism, allowable uses, and general goals. As an Arlington resident of nearly 15 years and an active member of this community, I have a solid understanding of the needs of the Town with respect to affordable housing, recreation and open space, and preserving historic resources. Further, my work directing an Arlington-based non-profit organization as well as my volunteer work in Arlington gives me a breadth of knowledge that would be beneficial to the CPC and future recipients of Arlington's CPA funds.

For nearly nine years I served as the Executive Director of the Housing Corporation of Arlington (HCA), a local, affordable housing advocacy and development organization. I have in-depth knowledge of Arlington's affordable housing history, needs, and the challenges associated with creating this type of housing in the dense, semi-urban community that is Arlington. During my tenure at HCA, I fostered strong and productive relationships with town officials and committee members as well as those residents most in need of affordable housing. As a career affordable housing professional, I have worked as a project manager, executive director, loan underwriter, and am currently a principal at New Seasons Development LLC, an affordable housing development and consulting company.

My volunteer work in Arlington includes serving on Arlington Town Meeting from 2006 to 2012 and on the Arlington Historic Districts Commission from 2009 to 2012. I have an excellent attendance record in my capacity in these positions, which have provided me with intimate knowledge of the Town's budget priorities and its inventory of historic structures.

I believe both my professional and volunteer experience in Arlington have prepared me to be a viable and effective CPC member. I would be pleased to provide a list of professional and Arlington-based references at the Town's request.

Sincerely yours,



David J. Levy

David J. Levy

7 Westmoreland Avenue, Arlington, MA 02474

(e) dlev71@gmail.com (p) 781.646.0134

- A skilled housing development professional who builds and implements strategies always with the welfare of the organization, project, and client in mind. Driven with energy and integrity, detail-oriented with an ultimate priority on customer satisfaction. -

Experience

Principal, New Seasons Development, Concord, MA

June 2014 – Present

Owner and principal of real estate development and consulting firm launched in 2014. Responsible for overall revenue generation, financial management, real estate development, marketing, client relations and company operations. Consultant services include financial modeling, rehabilitation and construction planning and monitoring, project management and close-out services.

Senior Project Specialist, MassHousing, Boston, MA

August 2012 – May 2014

Served as project underwriter for the Commonwealth's Affordable Housing Trust Fund. Reviewed housing proposals for affordable and mixed-income rental developments. Worked collaboratively with state agencies to evaluate project viability with respect to design, development team, budgets, and marketability. Negotiated business terms with prospective borrowers, prepared recommendation proposals, and facilitated funding for projects. Coordinated loan closings with legal counsel and other project lenders. Monitored construction progress and loan close out. Formulated workout/restructuring strategies to ensure the successful completion of all projects and avoid the loss of affordability.

Executive Director, Housing Corporation of Arlington, Arlington, MA

December 2003 – May 2012

Provided leadership and vision for recently revived non-profit affordable housing agency in high-opportunity, metro-Boston community. Managed four-person staff, property management company, real estate assets and \$1.3 million operating budget. Led housing stabilization programs, real estate development team and community engagement activities. Increased donor fundraising by almost 50% in last six years. Quadrupled organization's real estate assets in less than eight years (\$4mm to \$18mm). Tripled organization's membership in first five years (100 to 300+).

Senior Project Manager, CASCAP, Inc., Cambridge, MA

March 2002 – December 2003

Project Manager

May 1999 – March 2002

Managed real estate development projects to acquire and transform neglected, historic properties into attractive, affordable apartments for very low-income, disabled adults. Initiated, managed and completed four projects in 4 years: 38 units of housing; \$6.2 million TDC; 100% of fees collected. Responsible for all aspects of the real estate development process. Served as interim housing director. Managed three-person staff.

Project Manager, Somerville Community Corporation, Somerville, MA

April 1996 – May 1999

Managed the development of affordable housing for first-time homebuyers and low-income renters. Responsible for all aspects of real estate development process. Marketed homes for low-income, first-time homebuyers. Analyzed demographics, housing trends and economic forces to inform community outreach strategies.

Internships – Worcester Housing Partnership, Preservation Worcester, State Rep. Kay Kahn

April 1992 – December 1995

Education

Clark University, Worcester, MA

Class of 1993

Bachelor of Arts in Urban Geography

Service

Commissioner, Arlington Historic Districts Commission

2009-2012

Board of Directors, Lexington Montessori School

2010-2014

Town Meeting Member, Arlington, MA

2006-2012

Board of Directors, Somerville Community Corporation

2000-2002

July 10, 2015

Adam Chapdelaine, Town Manager
730 Massachusetts Avenue
Arlington MA 02476

Dear Mr. Chapdelaine,

I am writing to apply for one of the open positions on the Community Preservation Committee. As my enclosed resume illustrates, I have worked for over 20 years with community-based organizations and government leaders, both in my public health career and as a Town Meeting member and active volunteer in the Town of Arlington.

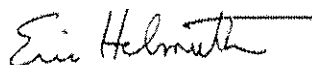
Successful CPC members will seek to understand and respect the different priorities and perspectives from the many stakeholders who have a vision for spending these funds. I have found that doing so always leads to better decision making. But the CPC must also integrate the many ideas into a pragmatic, fiscally responsible plan that nevertheless keeps sight of the purpose of the Community Preservation Act. The CPC will thus be tasked with a challenging balancing act, very likely centering around the legitimate need to offset qualifying short term expenses where appropriate, while also taking care to fund the long-term community preservation investments that we would not otherwise make.

My experience in my professional life and as a civic volunteer has prepared me well for these challenges. Although the professional portion of my resume speaks to my discipline of online communications in the public health and civic domains, all this work has required a great deal of collaboration with varied stakeholders, often in local communities.

I also became sensitized to the need for affordable housing in our community when I had the professional opportunity to work with the Housing Corporation of Arlington over a period of two years to help them with their online capacity. That experience continues to shape my vision for a vibrant Arlington enriched by welcoming people from all walks of life.

My varied volunteer experience in Arlington civic life has likewise afforded me many opportunities to learn how to get things done in town by working in good faith to bring people on board, and being open to new ideas. It's also taught me a great deal about town finance and the function of many town departments. I believe I would bring the same skills and experience to the CPC, and could help the committee strike the right balance between what is pragmatic in the short range, and what is visionary for the long term.

Sincerely,



Eric Helmuth

ERIC HELMUTH

33 Grandview Road, Arlington, MA 02476
781.316.1784 | eric@erichelmuth.com

SUMMARY

Collaborative leader and team member with over 20 years experience working with community-based organizations and government leaders to improve public health, promote civic engagement and improve the quality of life in local communities.

TOWN OF ARLINGTON EXPERIENCE

- **Town Meeting Member, Precinct 12** (2010 – present)
- **Chair, Electronic Voting Study Committee** (2012 – 2015).
Led the successful effort to promote, study, finance, and build support for adopting e-voting in Town Meeting.
- **Board member, Arlington Heights Tower Association** (2011- present)
The Tower Association facilitates the cooperative maintenance of the Private Ways in Precinct 12.
- **Information Technology Advisory Committee** (2011 – present).
Projects have included an extended personal engagement assisting the Town Manager's office with planning, budgeting, and vendor selection for the new town website.
- **Arlington Recycling Committee** (2011 - 2012)

PROFESSIONAL EXPERIENCE

ONLINE COMMUNICATIONS CONSULTANT (2001-PRESENT)

Serving clients in the community nonprofit and government sectors, I provide strategic consulting for online communications and audience engagement. Clients include:

- **Housing Corporation of Arlington** (2011-2013)
Guided HCA through their website redesign and other online outreach projects.
- **Will Brownsberger for Congress**, (Feb. – Oct. 2013)
Director of Digital Communications.
- **Committee to Elect Will Brownsberger** (2012)
Managed digital communications for his successful Massachusetts state senate campaign.
- **Connecticut Health Foundation** (2001 – 2010).
Steered Connecticut's largest health philanthropy through two major website redesigns and many other digital initiatives.

BOSTON UNIVERSITY SCHOOL OF PUBLIC HEALTH DEPT. OF HEALTH POLICY & MANAGEMENT (1996-PRESENT)

Director, Internet Services (2005 – present)

Collaborating with a large team of academic and clinical experts, I manage the development and operation of health websites, web-based clinical research studies, mass email communications programs, and social media properties.

Editorial Director, JoinTogether.org (2001-2005)

Led a multidisciplinary team that produced a daily online news service and several digital properties for a national audience of local community leaders and policymakers working on substance abuse and gun violence.

National Outreach Coordinator, Join Together (1996-2001)

Ran online promotion for a major public policy and community empowerment initiative, funded by the Robert Wood Johnson Foundation, to help local communities and elected officials make better decisions about addressing alcohol, drug and tobacco addiction.

SUMMIT COMMUNITY PARTNERSHIP PROJECT, AKRON, OHIO (1993-1996)

Staffed a federally-funded community coalition working with local criminal justice agencies, public health officials, schools and faith communities to advance evidence-based alcohol, tobacco and drug prevention strategies.

COMMUNITY SUPPORT SERVICES, AKRON, OHIO (1989-1993)

Mental health counselor and clinical case manager for a public mental health services agency.

EDUCATION

University of Akron (1989) Master of Arts in Counseling Psychology

Cedarville University (1987) Bachelor of Arts in Psychology & Music Performance



Town of Arlington, Massachusetts

Request: Food Vendor License

Summary:

YRCH Inc., d/b/a Fenway Market, 203 Broadway, Yubaraj Chaulagain

ATTACHMENTS:

Type	Description
<input type="checkbox"/> Reference Material	inspection reports & application

LICENSE APPLICATION REPORT

Type of License Food Vendor

Name of Applicant: Yubaraj Chalagain, YRCH Inc. d/b/a Fenway Market
(Transfer of License)

Address: 203 Broadway

The following Departments have **no objections** to the issuance of said license:

- Police _____
- Fire _____
- Health _____
- Building _____
- Planning _____

The following Departments have **no objections** but have made comments or conditions regarding the issuance of said license: (see attached)

- Police ____x____
- Fire ____x____
- Health ____x____
- Building ____x____
- Planning ____x____

The following Departments have **objections** to the issuance of said license:
(see attached)

- Police _____
- Fire _____
- Health _____
- Building _____
- Planning _____

ARLINGTON POLICE DEPARTMENT

Frederick Ryan
Chief of Police



POLICE HEADQUARTERS
112 Mystic Street
Telephone 781-316-3900

Town of Arlington
MASSACHUSETTS 02474

September 1, 2015

On Tuesday, September 1, 2015 at 2:45 PM, I called and spoke with Yubaraj Chaulagain regarding this application for a Food Vendor License for the Fenway Market, located at 203 Broadway. Mr. Chaulagain stated that he will be the new owner of the Fenway Market following the approval by the Town. Mr. Chaulagain stated that this ownership is just being transferred to him and there will be no changes to the business.

I advised Mr. Chaulagain that the Board of Selectmen may be conducting C.O.R.I and S.O.R.I checks during the application process.

Pending the checks conducted by the Board of Selectmen's Office, Arlington Police Dept. is not aware of any law enforcement or public safety reasons to object to the Food Vendor License for the Fenway Market.

Respectfully Submitted,

Detective Edward DeFrancisco

Applicant Signature Section:

Name/Signature

Date

"Proactive and Proud"

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by, September 16, 2015
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 203 Broadway
Applicant's Name: Yubaraj Chaulagain
D/B/A: Fenway Market
Telephone: 857-266-8154
Department: Sent Via E-mail

Date: August 27, 2015

MEETING DATE: SEPTEMBER 21, 2015

Inspected By:

RE: FOOD VENDOR LICENSE

Police
Fire
Board of Health
Building
Planning

INSPECTION REPORT SECTION:

Maintain all:

- Fire alarm systems
 - extinguishers
 - emergency lights + exit signs
 - clear exit paths
 - Kitchen systems
-

APPLICANT SIGNATURE SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: _____

Date: _____

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by, **September 16, 2015**
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 203 Broadway
Applicant's Name: Yubaraj Chaulagain YRCH Inc.
D/B/A: Fenway Market
Telephone: 857-266-8154
Date Sent by Email: August 27, 2015

MEETING DATE: September 21, 2015

Inspected By:

RE: COMMON VICTUALLER LICENSE

Police
Fire
Board of Health
Building
Planning

INSPECTION REPORT SECTION:

- *This office is currently reviewing the plan review application that was submitted for Fenway Market. A letter will be sent to the owner outlining the conditions of approval by the end of the week.*
- *Once the plans have been approved and conditions outlined in the approval letter have been met, this office will conduct a final inspection before a permit to operate a food establishment will be issued.*
- *It is the owner's/manager's responsibility to ensure that the establishment complies with 105 CMR 590.000 (1999 Food Code)*

APPLICANT SIGNATURE SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: _____

Date: _____

**BOARD OF SELECTMEN
TOWN OF ARLINGTON – INSPECTION REPORT**

Report is Due at the office of the Board of Selectmen by,

ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 203 Broadway
Applicants Name: Yubaraj Chaulagain
D/B/A: Fenway Market
Telephone: 857-266-8154
Department: Sent E-mail

Date: 9/16/2015

Report Filed By: Michael F. Byrne, Director of Inspectional Services
Arthur F. Rouse, Inspector of Wires
Kenneth McConnell, Inspector of Plumbing & Gasfitting

Departments:

Re:

FOOD VENDOR LICENSE

Fire
Police
Board of Health
Building, Wiring, Plumbing

Building

All building changes need permits.
All sign changes need approval and sign permit.
Window signs cannot exceed 25% of window or fines will be levied.
Certificate of Occupancy is needed -\$100 fee.
The Director of Inspectional Services has no objection to the issuance/ renewal of this license as the applicant has been made aware of seating capacity and necessity for showing proof of ownership of sidewalk

Plumbing

The Inspector of Plumbing and Gasfitting has no objection to the issuance/ renewal of this license.
All plumbing and Gasfitting work requires that the permits be obtained from this office for their respective trades by licensed contractors.

Electrical

The Inspector Wires has no objection to the issuance/ renewal of this license.
The applicant acknowledges that this is a conditional approval of the premises only and is not to be constructed as approval by the Inspector of Wires of concealed electrical wiring. Any new wiring must conform to the Mass. Electrical Code. Notify the Inspector of Wires in accordance with Chapter 143, Section 31..

I have received the above report and knowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicants risk.

Applicant's Name: _____

Date : _____

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by September 16th, 2015
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 203 Broadway
Applicant's Name: Yubaraj Chaulagain
D/B/A: Fenway Market
Telephone: 857-266-8154
Department: Sent Via E-mail Date: August 27, 2015

MEETING DATE: SEPTEMBER 21, 2015

Departments: *Ted Fields 9.17.2015*

Re: FOOD VENDOR LICENSE

Police
Fire
Board of Health
Building
Planning

Comments by each Division or Department:

The business proposed for this site is a 900 square foot convenience store selling packaged food for consumption on and off the premises. There is no proposed seating for patrons, no assigned on-street parking and one (1) off-street parking spaces. It is a small enterprise serving the residential neighborhoods abutting the Broadway corridor (zone B2) between East Arlington and Arlington Center. Given its location on Broadway in the midst of a small commercial strip, it is an appropriate type of business for this setting.

The Dept. of Planning and Community Development has no objection to the issuance of a Food Vendor license as requested.

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: _____

Date: _____

OFFICE OF THE BOARD OF SELECTMEN

730 Massachusetts Avenue

Town of Arlington

Massachusetts 02476-4908

(781) 316-3020

(781) 316-3029 fax

\$60.00 Filing Fee

APPLICATION

☐ COMMON VICTUALLER LICENSE

☒ FOOD VENDOR LICENSE (Take Out Only)

You must complete an application packet from the Board of Health Department located at 27 Maple St.

You must have the completed application reviewed by the Inspections Department located at 51 Grove St. before filing this application with this office

Location 203, Broadway, Arlington, MA 02474

Name of Applicant Yubraj Chaulagain

Corporate Name (if applicable) VRCH INC.

D/B/A Fenway Market

Date _____

I/We hereby agree to conform in all respects to the conditions governing such License as printed in the By-Laws of the Town, and such other rules and regulations as the Selectmen may establish. With the signing of this application, the applicant acknowledges that:

(A) it is understood that the Board is not required to grant the license.

(B) no work is to commence at the premises of the proposed location which is the subject matter of this application until the license is approved by the Board of Selectmen, and, furthermore, any work done is done at the applicant's risk, and

(C) in the event of a proposed sale of a business requiring a Common Victualler License, an application for a transfer of said license will be deemed to be an application for a new license (subject to the rules and regulations herein contained), and the owner of such business shall be required to file with the Board of Selectmen a thirty day notice of his intention to sell same before such application will be acted upon by the Selectmen.

(D) that the license is subject to revocation if the holder of the license does not comply with Town By-Laws or the Rules and Regulations of the Board.

Signature Name Yubraj Chaulagain

Signature Name _____

Phone: 857-266-8154 Email: cyubaraj@yahoo.com

Note: (A) If a corporation, state full names and addresses of principal officers.

(B) If a co-partnership, information must be provided on each partner; if a corporation, information must be provided on corporate officer making application.

Name <u>Yubraj Chaulagain</u>	Name _____
Address <u>30 Waverly place</u>	Address _____
City <u>Melrose</u> Zip <u>MA</u>	City _____ Zip _____
DESCRIPTION OF APPLICANT	DESCRIPTION OF APPLICANT
Born in the U.S., Yes _____ No <u>X</u>	Born in the U.S., Yes _____ No _____
Born Where <u>NEPAL</u>	Born Where _____
Date of Naturalization _____	Date of Naturalization _____
Male or Female <u>Male</u>	Male or Female _____
Date of birth <u>[REDACTED]</u>	Date of birth _____
Height <u>6 ft. 00 in.</u>	Height _____ ft. _____ in.
Weight <u>160 lb.</u>	Weight _____
Complexion <u>Asian</u>	Complexion _____
Hair <u>Black</u> Eyes <u>Black</u>	Hair _____ Eyes _____
Mother's Name <u>Lila Devi</u>	Mother's Name _____
Father's Name <u>Hari prasad chaulagain</u>	Father's Name _____
Wife's Maiden Name <u>N/A</u>	Wife's Maiden Name _____
Photo 1 inch by 1 inch	



The Establishment shall operate as:

☐ Sole Ownership ☐ Partnership ☐ Total Number of Partners 1 ☒ Corporation Based in Inc.

(Once approved, please go to Clerk's Office for Business Certificate)

Corporate Information Required:

President _____

Secretary _____

Treasurer _____

Name

Address

Zip

INFORMATION RELATIVE TO APPLICATION

Breakfast

Yes ☐ No ☒

Hot coffee / Ice coffee

Lunch

Yes ☐ No ☒

Dinner

Yes ☐ No ☒

Do you own the property? Yes ☐ No ☒ Tenant At Will ☐ Lease ☒ years

Hours of Operation:

Day 7 Days Hours 5:30 - 9:00 pm
am

Day _____ Hours _____

Day _____ Hours _____

Floor Space 900 Sq. Ft. Seating Capacity (if any) _____

Parking Capacity (if any) one spaces Number of Employees _____

List Cooking Facilities (and implements)

N/A

Will a food scale be in use for sale of items to the public? Yes ☐ No ☒

Will catering services be provided by you? Yes ☐ No ☒

A copy of the following items must be submitted with the application:

1. Layout Plan of Facility & Fixtures
2. Site Plan (obtained at Bldg. Dept., 51 Grove St.)
3. Outside Facade and Sign Plan (dimensions, color)
4. Menu
5. Maintenance Program

If the facilities are not yet completed, provide estimated cost of work to be done \$ _____

FOR OFFICE USE ONLY

Scheduled Hearing when Application will be presented to Board of Selectmen for approval:

Date _____ Time _____

Board Action: Approved Yes ☐ No ☐

APPLICANT'S RESUME

Food Business Experience of Applicant

From <u>3/1/2013</u>	to <u>Now</u>
Employee <u>SRD LLC</u>	D/B/A <u>Central Convenience</u>
Sole Owner _____	Location _____
Partnership <u>X</u>	Type Food <u>Convenience store</u>
Corporation _____	Number of Employees <u>2</u>

From <u>9/12/2008</u>	to <u>2/23/2013</u>
Employee <u>Parth Inc.</u>	D/B/A <u>Mass Convenience</u>
Sole Owner _____	Location _____
Partnership <u>X</u>	Type Food _____
Corporation _____	Number of Employees <u>3</u>

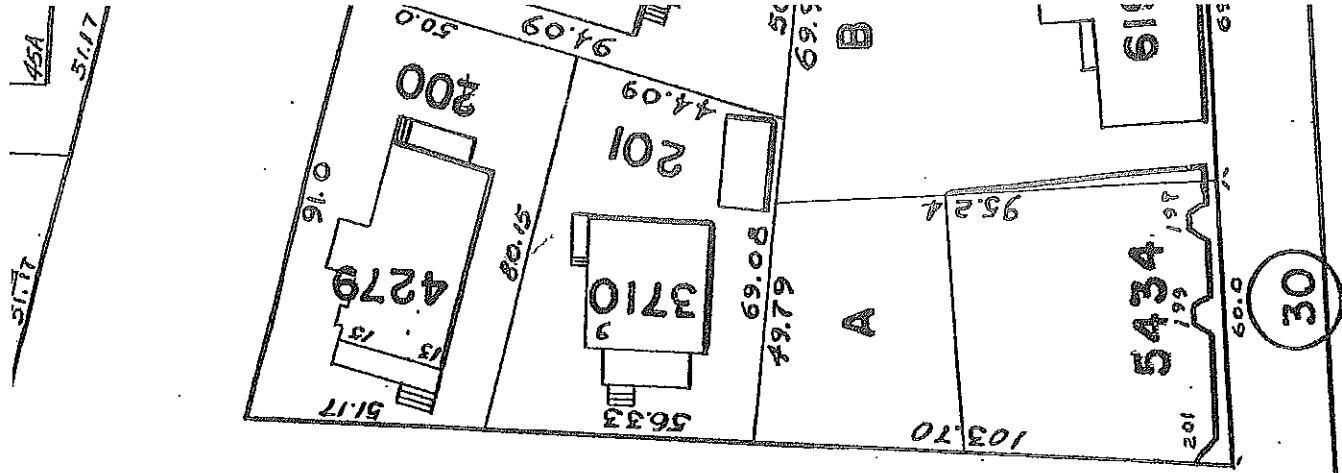
List any other information that you feel will assist in the review of this application.

REFERENCES

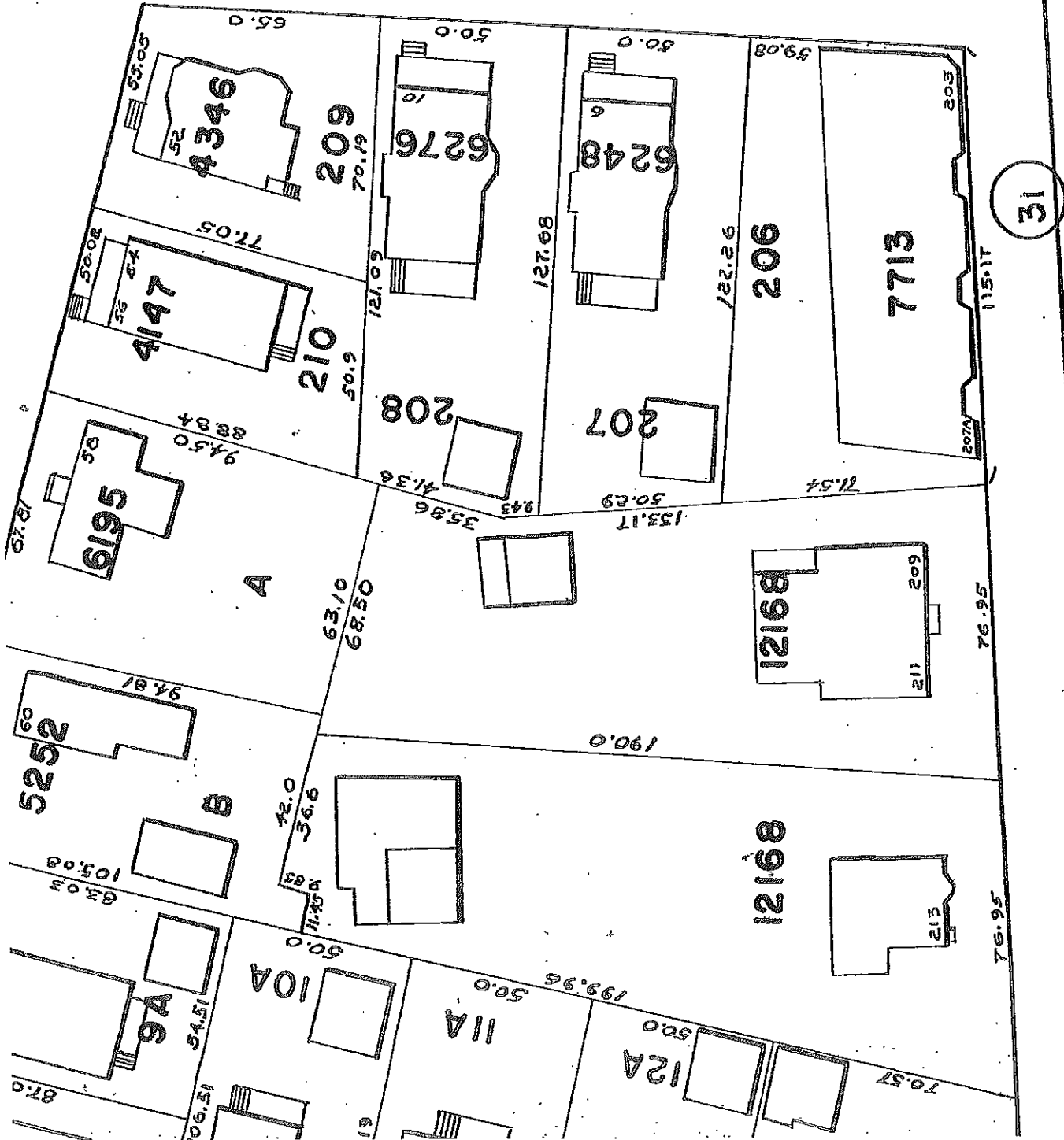
Bank <u>Bank of America</u>	Type Account <u>Personal X</u>	<u>Business</u>
Address <u>Arlington</u>	Phone _____	
Account Number <u>[REDACTED]</u>	Fact _____	
Personal Reference <u>Yubraj Chaulagain</u>		
Address _____	Phone _____	
Prior Employer _____		
Address _____	Phone _____	
Number of years employed _____	From _____	To _____
Contact _____	Position Held _____	
Other _____		

Name

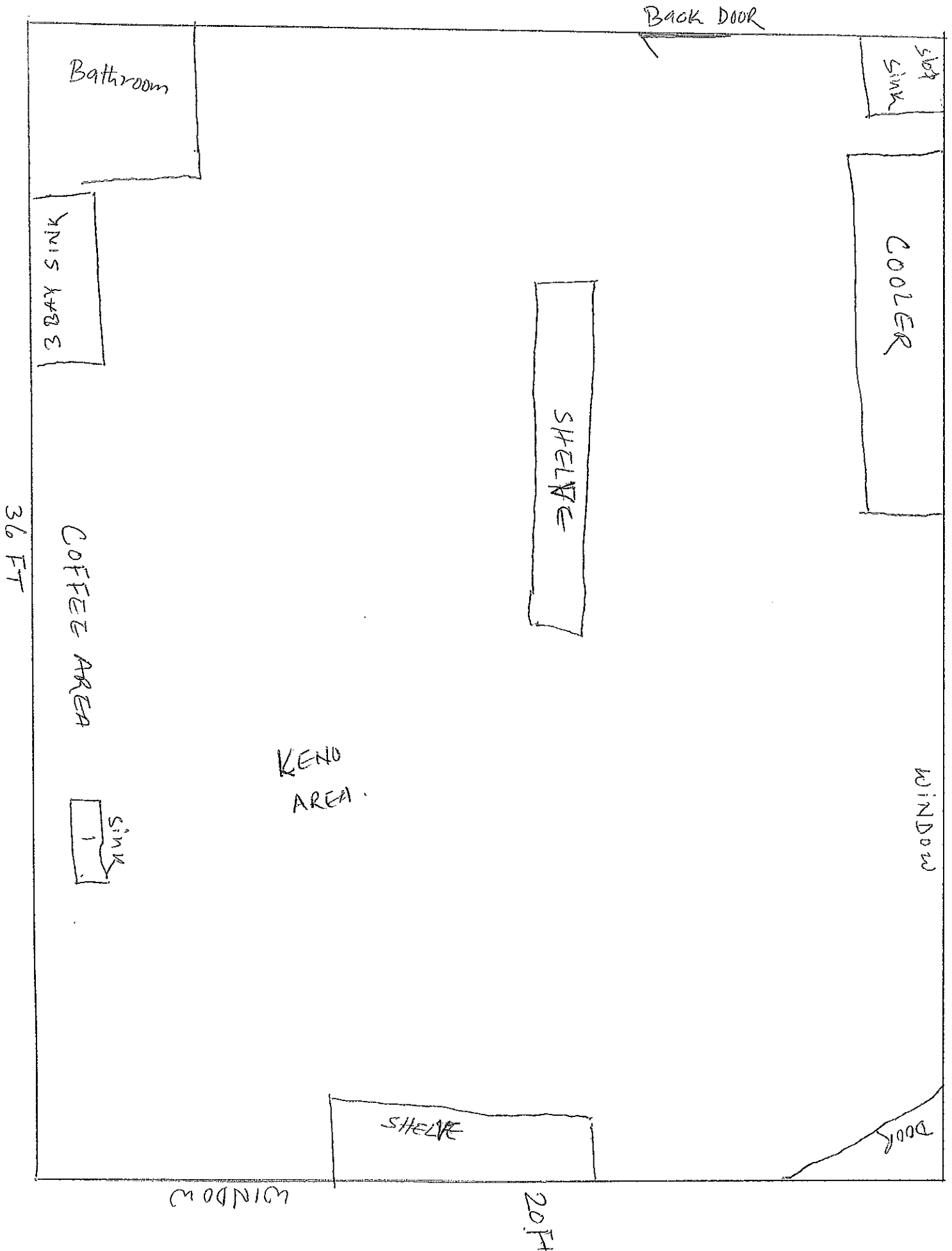
Address



RAWSON







MENU

Reg.coffee -\$1.50

Cold coffee-\$1.50

Light cream

Milk

Maintenance Program

Resoected The Board of selectmen,

I,Yubaraj Chaulagain,am planning to purchase and operate a Convenience store located at 203 Broadway,Arlington. Please see below maintenance plan i foresee for the facility.

* Best practices for maintaining a clean and safe environment for our customers and employees such as training employees for daily moping and ground space with biosurfactant which is both health and environmental friendly.

*Training on proper cleaning and sanitizing procedures,assisting with general health compliance with health department regulations.

*Floor Maintenance training for in-house employees.

*Floor chemical support and selection to match maintenance schedule,maximizing the appearance of your floors.

*Installation of dispenser conversions for new use-controlled dispensing for chemicals,skin care,towel and tissue needs.

*Sourcing packaging supplies for all your new or alternative takeout, and beverage items.



Town of Arlington, Massachusetts

Request: Common Victualler License

Summary:

Haan Kaya, Inc., d/b/a Brickstone Café, Bedros Kaya

ATTACHMENTS:

Type	Description
☐ Reference Material	inspection reports & application
☐ Reference Material	e-mail from Michael and Susan Ruderman

LICENSE APPLICATION REPORT

Type of License: Common Victualler License

Name of Applicant: Bedros Kaya, Haan Kaya Inc. d/b/a Brickstone Café
(New license)

Address: 309 Broadway

The following Departments have **no objections** to the issuance of said license:

- Police x
- Fire
- Health
- Building
- Planning

The following Departments have **no objections** but have made comments or conditions regarding the issuance of said license: (see attached)

- Police
- Fire x
- Health x
- Building x
- Planning x

The following Departments have **objections** to the issuance of said license:
(see attached)

- Police
- Fire
- Health
- Building
- Planning

ARLINGTON POLICE DEPARTMENT

Frederick Ryan
Chief of Police



Town of Arlington
MASSACHUSETTS 02474

POLICE HEADQUARTERS
112 Mystic Street
Telephone 781-316-3900

September 1, 2015

On Tuesday, September 1, 2015 at 2:30 PM, I called and spoke with Bedros Kaya regarding this application for a Common Victualler License for the Brickstone Cafe, located at 309 Broadway. Mr. Kaya stated that he will be opening shortly after the approval by the town. Mr. Kaya stated that this will be the forth business he has owned and has had previous experience running a food business. Mr. Kaya stated that he will not be serving alcohol at this time.

I advised Mr. Kaya that the Board of Selectmen may be conducting C.O.R.I and S.O.R.I checks during the application process.

Pending the checks conducted by the Board of Selectmen's Office, Arlington Police Dept. is not aware of any law enforcement or public safety reasons to object to the Common Victualler License for the Brickstone Café.

Respectfully Submitted,

Detective Edward DeFrancisco

Applicant Signature SECTION

Signature

Date

"Proactive and Proud"

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by, September 16, 2015
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 309 Broadway
Applicant's Name: Bedros Kaya, Haan Kaya Inc.
D/B/A: Brickstone Cafe
Telephone: 617-417-4813
Department: Sent Via E-mail

Date: August 27, 2015

MEETING DATE: SEPTEMBER 21, 2015

Inspected By:

RE: COMMON VICTUALLER LICENSE

Police
Fire
Board of Health
Building
Planning

INSPECTION REPORT SECTION:

Maintain all:

- Fire alarm systems
- extinguishers
- emergency lights + exit signs
- clear exit paths
- Kitchen systems

APPLICANT SIGNATURE SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: _____

Date: _____

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by, **September 16, 2015**
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 309 Broadway
Applicant's Name: Bedros Kaya, Haan Kaya Inc.
D/B/A: Brickstone Cafe
Telephone: 617-417-4813
Date Sent by Email: August 27, 2015

MEETING DATE: September 21, 2015

Inspected By:

RE: COMMON VICTUALLER LICENSE

Police
Fire
Board of Health
Building
Planning

INSPECTION REPORT SECTION:

**Brickstone Café- 309 Broadway
Common Victuller License**

- *This establishment is currently in the plan review process. The plans submitted have been approved and the applicant is in the process of complying with conditions outlined in the plan approval letter dated September 15, 2015. Upon successful pre-operational inspection, this Office will issue a permit to operate a food establishment to the applicant*

APPLICANT SIGNATURE SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: _____

Date: _____

**BOARD OF SELECTMEN
TOWN OF ARLINGTON – INSPECTION REPORT**

Report is Due at the office of the Board of Selectmen by,

ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 309 Broadway
Applicants Name: Bedros Kaya, Haan Kaya Inc.
D/B/A: Brickstone Cafe
Telephone: 617-417-4813
Department: **Sent E-mail**

Date: 9/16/2016

Report Filed By: Michael F. Byrne, Director of Inspectional Services
Arthur F. Rouse, Inspector of Wires
Kenneth McConnell, Inspector of Plumbing & Gasfitting

Departments:

Re:

COMMON VICTUALIER LICENSE

Fire
Police
Board of Health
Building, Wiring, Plumbing

Building

All building changes need permits.

All sign changes need approval and sign permit.

Window signs cannot exceed 25% of window or fines will be levied.

Certificate of Occupancy is needed -\$100 fee.

The Director of Inspectional Services has no objection to the issuance/ renewal of this license as the applicant has been made aware of seating capacity and necessity for showing proof of ownership of sidewalk

Plumbing

The Inspector of Plumbing and Gasfitting has no objection to the issuance/ renewal of this license.

All plumbing and Gasfitting work requires that the permits be obtained from this office for their respective trades by licensed contractors.

Electrical

The Inspector Wires has no objection to the issuance/ renewal of this license.

The applicant acknowledges that this is a conditional approval of the premises only and is not to be constructed as approval by the Inspector of Wires of concealed electrical wiring. Any new wiring must conform to the Mass. Electrical Code. Notify the Inspector of Wires in accordance with Chapter 143, Section 31.

I have received the above report and knowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicants risk.

Applicant's Name: _____

Date : _____

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by September 16th, 2015
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 309 Broadway
Applicant's Name: Bedros Kaya, Haan Kaya Inc.
D/B/A: Brickstone Cafe
Telephone: 617-417-4813
Department: Sent Via E-mail Date: August 27, 2015

MEETING DATE: SEPTEMBER 21, 2015

Departments: *Ted Fields 9.17.2015*

Re: COMMON VICTUALLER LICENSE

Police
Fire
Board of Health
Building
Planning

Comments by each Division or Department:

The business proposed for this site is a 1,160 square foot restaurant selling pizza and Italian/Mediterranean food for consumption on and off the premises. There is indoor seating for 18 patrons, with 1 assigned off-street parking space. It is a small enterprise serving the business district and residential neighborhoods around Broadway Plaza in Arlington Center. Given its location in a B3 zoning district in the middle of Arlington Center, near other eateries, it is an appropriate type of establishment for this setting.

The Dept. of Planning and Community Development has no objection to the issuance of a Common Victualler and Wine and Malt Alcohol licenses as requested.

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: _____

Date: _____

RECEIVED
TOWN OF ARLINGTON
JUL 17 12 00 PM '16

OFFICE OF THE BOARD OF SELECTMEN

730 Massachusetts Avenue
Town of Arlington
Massachusetts 02476-4908

(781) 316-3020
(781) 316-3029 fax

\$60.00 Filing Fee

APPLICATION

☒ COMMON VICTUALLER LICENSE

☐ FOOD VENDOR LICENSE (Take Out Only)

You must complete an application packet from the Board of Health Department located at 27 Maple St.

You must have the completed application reviewed by the Inspections Department located at 51 Grove St. before filing this application with this office

Location 309 Broadway, Arlington MA 02474
Name of Applicant Bedros Kaya
Corporate Name (if applicable) HAAN KAYA Inc.
D/B/A Brickstone Cafe
Date 8/18/15

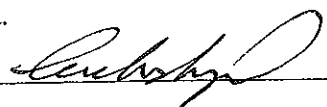
I/We hereby agree to conform in all respects to the conditions governing such License as printed in the By-Laws of the Town, and such other rules and regulations as the Selectmen may establish. With the signing of this application, the applicant acknowledges that:

(A) it is understood that the Board is not required to grant the license.

(B) no work is to commence at the premises of the proposed location which is the subject matter of this application until the license is approved by the Board of Selectmen, and, furthermore, any work done is done at the applicant's risk, and

(C) in the event of a proposed sale of a business requiring a Common Victualler License, an application for a transfer of said license will be deemed to be an application for a new license (subject to the rules and regulations herein contained), and the owner of such business shall be required to file with the Board of Selectmen a thirty day notice of his intention to sell same before such application will be acted upon by the Selectmen.

(D) that the license is subject to revocation if the holder of the license does not comply with Town By-Laws or the Rules and Regulations of the Board.

Signature Name Bedros Kaya 

Signature Name _____

Phone: 617-417-4813 Email: Bedros.kaya@yahoo.com

Note: (A) If a corporation, state full names and addresses of principal officers.

(B) If a co-partnership, information must be provided on each partner; if a corporation, information must be provided on corporate officer making application.

Name <u>Bedros Kays</u>	Name _____
Address <u>102 Hobbs Road</u>	Address _____
City <u>Waltham</u> Zip <u>02452</u>	City _____ Zip _____
DESCRIPTION OF APPLICANT	
Born in the U.S., Yes _____ No <u>✓</u>	Born in the U.S., Yes _____ No _____
Born Where <u>Turkey</u>	Born Where _____
Date of Naturalization <u>[REDACTED]</u>	Date of Naturalization _____
Male or Female <u>Male</u>	Male or Female _____
Date of birth <u>[REDACTED]</u>	Date of birth _____
Height <u>5</u> ft. <u>6</u> in.	Height _____ ft. _____ in.
Weight <u>180</u> lb	Weight _____
Complexion _____	Complexion _____
Hair <u>white</u> Eyes <u>Brown</u>	Hair _____ Eyes _____
Mother's Name <u>Gulbeyan</u>	Mother's Name _____
Father's Name <u>Hamparsum</u>	Father's Name _____
Wife's Maiden Name <u>Kol</u>	Wife's Maiden Name _____
Photo <u>1 inch by 1 inch</u>	



The Establishment shall operate as:

☐ Sole Ownership ☐ Partnership ☐ Total Number of Partners ☒ Corporation Based in MA
(Once approved, please go to Clerk's Office for Business Certificate)

Corporate Information Required:

President <u>Bedros Kays</u>	_____
Secretary _____	_____
Treasurer _____	_____
Name	Address Zip

INFORMATION RELATIVE TO APPLICATION

Breakfast

Yes ☐ No ☒

Lunch

Yes ☒ No ☐

Dinner

Yes ☒ No ☐

Do you own the property? Yes ☐ No ☒ Tenant At Will ☐ Lease 10 years

Hours of Operation:

Day Mon-Thurs Hours 10:30 - 10:00

Day Fr-Sat Hours 10:30 - 11:00

Day Sun Hours 10:30 - 10:00

Floor Space 1160 Sq. Ft. Seating Capacity (if any) 18

Parking Capacity (if any) 1 spaces Number of Employees 5

List Cooking Facilities (and implements)

Will a food scale be in use for sale of items to the public? Yes ☐ No ☒

Will catering services be provided by you? Yes ☐ No ☒

A copy of the following items must be submitted with the application:

1. ☒ Layout Plan of Facility & Fixtures
2. ☐ Site Plan (obtained at Bldg. Dept., 51 Grove St.)
3. ☐ Outside Facade and Sign Plan (dimensions, color)
4. ☐ Menu
5. ☐ Maintenance Program

If the facilities are not yet completed, provide estimated cost of work to be done \$ _____

FOR OFFICE USE ONLY

Scheduled Hearing when Application will be presented to Board of Selectmen for approval:

Date _____ Time _____

Board Action: Approved Yes ☐ No ☐

APPLICANT'S RESUME

Food Business Experience of Applicant

From <u>2012</u>	to <u>2014</u>
Employee _____	D/B/A <u>Gigi's Roast Beef</u>
Sole Owner <u>X</u>	Location <u>Burlington</u>
Partnership _____	Type Food <u>Pizzeria</u>
Corporation _____	Number of Employees <u>3</u>

From <u>2009</u>	to <u>2012</u>
Employee _____	D/B/A <u>Jimmy's Cafe</u>
Sole Owner <u>X</u>	Location <u>Wellesley</u>
Partnership _____	Type Food <u>Restaurant</u>
Corporation _____	Number of Employees <u>8</u>

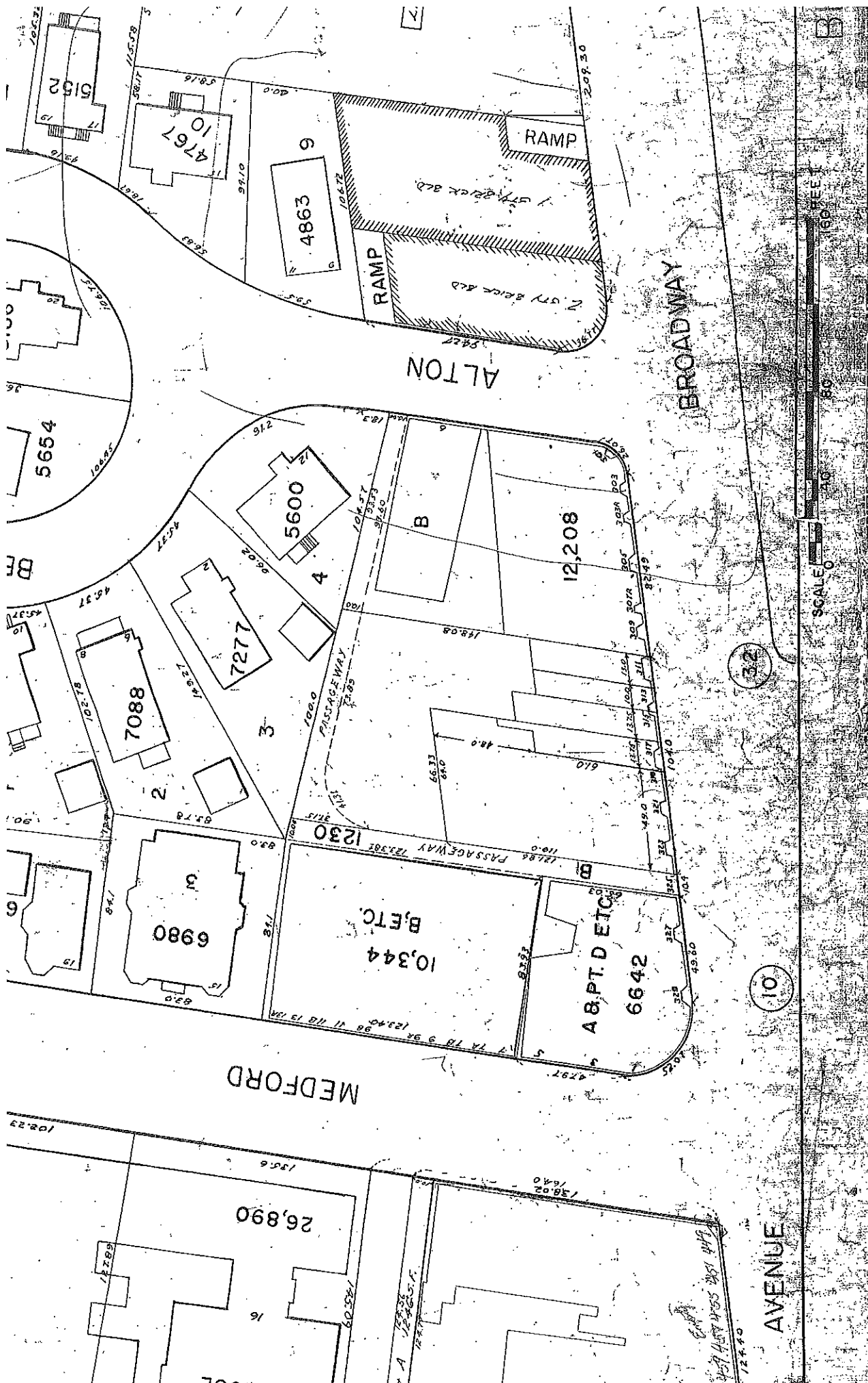
List any other information that you feel will assist in the review of this application.

REFERENCES

Bank <u>Citizens Bank</u>	Type Account <u>Personal</u>	Business <u>X</u>
Address <u>1084 Lexington St. Waltham</u>	Phone <u>781-894-2650</u>	
Account Number <u>[REDACTED]</u>	Contact <u>Rosalie Burns</u>	
Personal Reference <u>Habit Candemir</u>		
Address <u>669 A Mass Ave. Arlington</u>	Phone <u>617-970-1744</u>	
Prior Employer _____		
Address _____	Phone _____	
Number of years employed _____	From _____	To _____
Contact _____	Position Held _____	
Other _____		

Name

Address



ALTON

BROADWAY

AVENUE

MEDFORD

SCALE 0 100 200 FEET

32

10

RAMP

RAMP

1. 571 BLDG BLD

2. 571 BLDG BLD

10,344
B, ETC.

ABPT. D ETC.
6642

12,208

26,890

4767
10

4863
9

7277
2

7088
1

6980
3

5600
12

5152
17

5654
20

7

8

BE

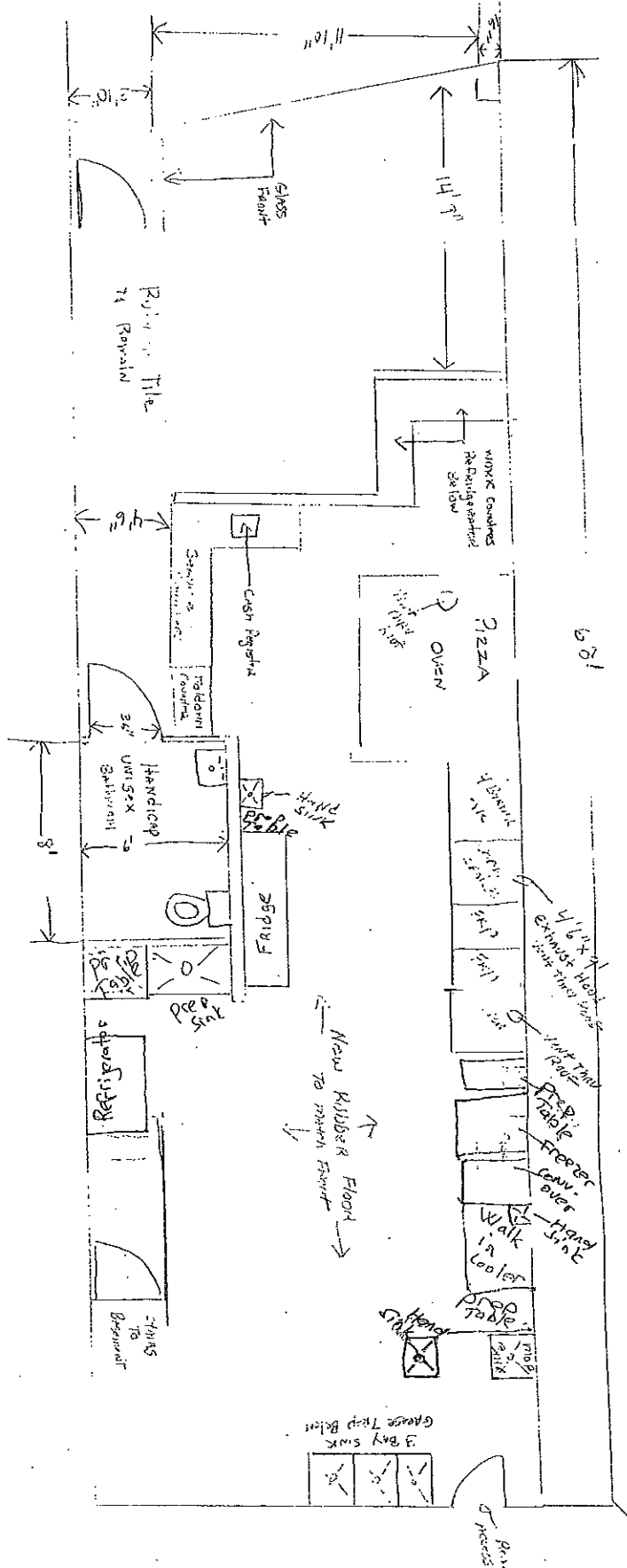
6

16

3401 ALTON ST. 11-55-1051 1149

12440

- Existing training to personnel
- Existing problem in training
- Training program for financial
- RLP board involved for financial
- Financial Service 1970 called for using skills



New York, N.Y.

[illegible]

2012

Maintenance Procedures

Company name: HAAN Kaya Inc,

Address: 309 Broadway, Arlington MA 02474

Contact person: Bedros Kaya

Manager will ensure that these protocols are followed and the building and grounds are maintained in a clean and sanitary manner.

GARBAGE STORAGE AND DISPOSAL

- Kitchen garbage cans are clean and kept covered when not in use
- Garbage cans are emptied as necessary
- Boxes and containers are removed from site, with no accumulation of debris
- Receiving area and area around dumpster are clean, with no trash on surrounding grounds
- Dumpsters are clean and emptied weekly

PEST CONTROL

- Outside doors have screens, are well-sealed, and are equipped with a self-closing device
- No evidence of pests is present
- There is a regular schedule of pest control by licensed pest control operator

FACILITY AND GROUNDS

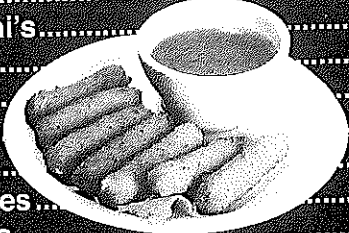
- Dining room area and kitchen floors are cleaned daily
- All doors and windows cleaned weekly
- Bathroom is cleaned daily, well stocked with restroom supplies
- Front door area is cleaned daily, and kept free of litter
- Outside of restaurant is kept clean, free of debris and monitored daily

Owner/ Responsible party

Date

ORDERS

amari	7.75
mari	9.25
Rollatini's	7.75
ead	2.50
ngs	4.50
ries	3.75
es	4.25
otato Fries	4.75
la Sticks	6.50
Poppers 7 pieces	5.75
shrooms	5.75
kles	4.00
violi	4.00



UP OF THE DAY

.....4.50

LADS

with your choice of dressing and pita: reek, Italian, Ranch, Creamy Italian, Blue Cheese, Vinaigrette, Low Fat Zinfandel, Lite Italian	6.75
aine lettuce topped with Gigi's homemade ssing, parmesan cheese and croutons	6.75
esar	6.75
aine lettuce topped with Gigi's caesar blue cheese cherry tomatoes and croutons	5.75
reens	5.75
ens with tomatoes, cucumbers, carrots, s, mandarin oranges and croutons	6.75
ettuce with feta cheese, olives, carrots, tomatoes, s and red onions	8.75
ens with avocado, crumbled bacon, chopped egg, tomatoes cheese	7.75
a and Prosciutto	7.75
ced prosciutto, roasted red and grated cheese arugula	2.00
illed Chicken	4.00
reak Tips	2.00
na Salad	2.00
hicken Salad	2.00
ita	0.75

SSERTS

su	4.50
ecake	4.50
l	5.00

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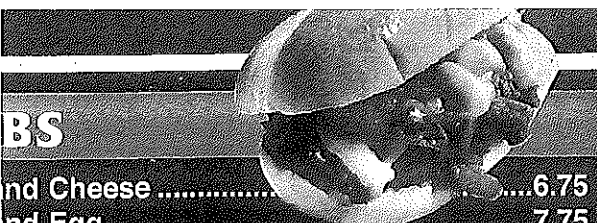
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BS



and Cheese	6.75
and Egg	7.75
Cheese and Mushroom	7.25
Cheese and Pepper	7.25
Cheese and Onion	7.25
Bomb	8.25
n Parmesan	7.75
armesan	8.75
alad	7.75
Tip	8.75
n Salad	7.75
ll	7.75
andwich	8.75
urger	7.25
eburger w/ cheddar, American or blue cheese ..	7.75

RAPS

Chicken	7.75
Buffalo chicken, lettuce, tomato and blue cheese	
alad	7.75
Tip	8.75
en peppers and onions	
.....	7.75
tomato, onion and avocado	
.....	6.75
ni, lettuce and tomato	
Club	7.75
asted turkey, bacon, lettuce, tomato and mayo	
y Chicken Salad	7.75
chicken breast, dried cranberries, celery,	
walnuts, tarragon aioli, lettuce and tomato	
n Caesar	7.75
maine lettuce, shaved parmesan,	
ressing and croutons	
ern	7.75
hicken, grilled onions,	
ppers and jalapeno cheese	
ggie	7.75
eggplant, green peppers, zucchini,	
s, broccoli and Italian dressing	

INGS AND TENDERS

Honey BBQ, BBQ, Teriyaki, Honey Hot Teriyaki, Honey Teriyaki,
d Sour, Buffalo Mild, Honey Hot, Oriental Sesame, Ranch,
quicide, Garlic Buffalo, Honey Mustard, BBQ Honey Mustard
uce \$1.00 • Extra blue cheese \$1.00

TENDERS:	
.....	7.99
.....	14.99
.....	21.99
.....	29.99
.....	37.99
.....	79.99
6	7.99
12	15.49
18	22.49
24	27.99
35	39.99
75	82.49

Buffalo wings &
come with
ese

PEPSI PRODUCTS

PIZZA

Our famous brick oven thin-crust,
three cheese blend and signature tomato sauce

TOPPINGS:

Extra Cheese	Meatball	Green Peppers
Sausage	Caramelized Onions	Black Olives
Pepperoni	Mushrooms	Fresh Mozzarella
Shaved Steak	Spinach	Eggplant
Grilled Chicken	Roasted Peppers	Pineapple
BBQ Chicken	Plum Tomatoes	Ricotta Cheese
Buffalo Chicken	Broccoli	Garlic
Bacon	Jalapeno Peppers	Feta Cheese
Prosciutto	Artichoke Hearts	Fresh Basil

	Medium	Large
Cheese Pizza	10.00	12.00
Additional Per Topping	1.50	2.00
Extra Cheese	2.50	
Cheese Slice	2.00	
Specialty Slice	3.00	

SPECIALTY PIZZAS

Alfredo	11.50	15.50
Sliced grilled chicken, broccoli, parmesan cream sauce and mozzarella cheese		
Veggie Lover	11.50	15.50
Mushrooms, onions, eggplant, broccoli, spinach and tomato		
Meat Lover	11.50	15.50
Pepperoni, sausage, meatball, bacon and ham		
Juventus Prosciutto, peppers and ham ..	11.50	15.50
A.C. Milan	11.50	15.50
Ricotta, basil, prosciutto, mozzarella, parmesan and tomato		
The Lazio	10.50	13.50
Grilled chicken and fresh basil		
4 Cheese Miracle	10.50	13.50
Mozzarella, parmesan, provolone and cheddar		
Real Madrid	10.50	13.50
Feta cheese, plum tomato, garlic and spinach		
Margarita	11.50	15.50
Freshly ground tomatoes, fresh mozzarella, fresh basil, olive oil and grated cheese		
Barcelona	11.50	15.50
BBQ sauce, chicken and green peppers		
White Roman	10.50	13.50
Sliced plum tomato, olive oil and garlic (no sauce)		
Chelsea	10.50	13.50
Grilled chicken, bacon and ranch dressing		
Hawaiian Pineapple and ham	10.50	13.50
BBQ Chicken	10.50	13.50
Sliced grilled bbq chicken and caramelized onion optional		
Buffalo Chicken	10.50	13.50
Sliced chicken tenders with buffalo hot sauce		
Gigi's Special	14.50	17.50
Pepperoni, sausage, bacon, onion, mushrooms and green peppers		

WANT SOMETHING SPECIAL?

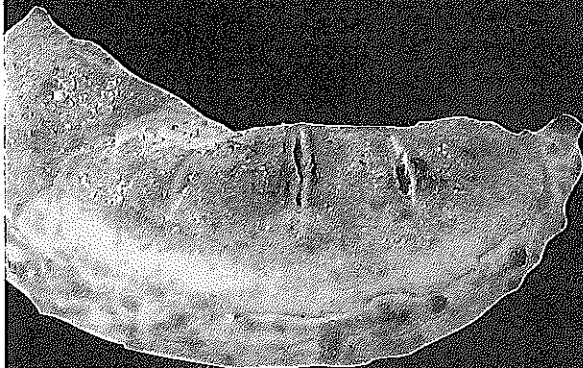
Tell us the ingredients and we will make it just the way you like it!



CAZZONES

from any of our pizza toppings

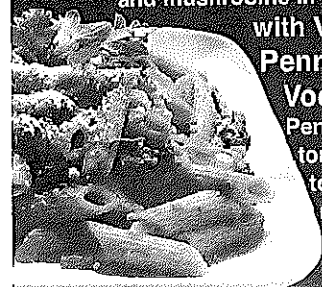
	Medium	Large
Calzone.....	10.00	12.00
blend and tomato sauce		
Additional Filling.....	1.50	2.00



PASTA SPECIALTIES

choice of linguini or penne pasta

Marinara Sauce and Cheese.....	7.25
Meatballs.....	10.75
Sausage.....	10.75
Eggplant Parmesan.....	10.75
Chicken Parmesan.....	10.75
Veal Parmesan.....	12.75
Na.....	9.25
ini Scampi.....	8.75
plum tomatoes, white wine, fresh garlic and butter	
Chicken.....	11.00
Veal.....	12.50
Shrimp.....	13.25
ini Marsala.....	8.75
l mushrooms with sweet marsala wine sauce	
Chicken.....	11.00
Veal.....	12.50
ini Alfredo.....	8.75
l tossed in parmesan cream sauce	
Chicken.....	11.00
Veal.....	12.50
Shrimp.....	13.25
en Broccoli and Ziti.....	11.50
ur choice of garlic and oil or alfredo sauce	
en Cacciatore.....	10.50
h tenderloins sauteed with peppers, onions	
and mushrooms in a spicy marinara sauce	
with Veal.....	13.50
Penne with Spicy Tomato	
Vodka Sauce.....	12.00
Penne pasta tossed in a spicy	
tomato vodka cream sauce	
topped with fresh buffalo	
mozzarella	



DINNERS

Dinners served with fries and a side salad

*Steak Tips.....	13.50
Chicken Kebab.....	10.50
Chicken Wings.....	10.50
Chicken Tenders.....	10.50
Fish and Chips.....	12.95
*Cheeseburger.....	9.75



ROAST BEEF

All roast beef sandwiches are served with choice of cheese, bbq sauce, mayo upon request

Super Roast Beef 1/2lb on onion roll.....	6.75
Large Roast Beef 1/3lb on sesame roll.....	6.00
Junior Roast Beef 1/4lb on plain roll.....	5.00
Roast Beef over Mixed Green Salad 1/4lb.....	8.75
Roast Beef Panini 1/2lb on rosemary focaccia.....	6.75
Roast Beef Wrap 1/2lb on wheat wrap.....	6.75
Roast Beef Sub 1/2lb on braided roll.....	6.75

PANINIS

Pesto Chicken.....	8.25
Grilled chicken breast, fresh mozzarella, roasted peppers, plum tomatoes, arugula and sun-dried tomato spread	
Chicken Cordon Bleu.....	8.25
Breaded chicken cutlet, ham, American cheese and blue cheese dressing	
Primavera.....	8.25
Grilled vegetables, provolone cheese and sun-dried tomato spread	
Roasted Turkey.....	8.25
Turkey, provolone cheese, plum tomatoes and sun-dried tomato spread	
Ham and Cheese.....	8.25
Ham, prosciutto, plum tomatoes, provolone cheese and Kalamata olive tapenade	
Gigi's Special.....	8.25
Grilled eggplant, fresh mozzarella, roasted peppers and olive tapenade	

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IN COMPLIANCE WITH THE DEPARTMENT
OF PUBLIC HEALTH, WE ADVISE THAT EATING RAW
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BEFORE ORDERING PLEASE INFORM YOUR SERVER
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From: Michael Ruderman <amruderman@gmail.com>
To: mkrepelka@town.arlington.ma.us
Cc: Diane Mahon <dianemahon@verizon.net>, Greeleycom@AOL.com, Dan Dunn <dunster@dandunn.org>, Joseph Curro <jcurro@alumni.tufts.edu>, smbyrne1987@gmail.com
Date: Mon, 21 Sep 2015 15:45:31 -0400
Subject: 309 Broadway, petition of Haan Kaya, Inc., d/b/a Brickstone Café, Bedros Kaya

To: Board of Selectmen

Regarding: 309 Broadway, petition of Haan Kaya, Inc., d/b/a Brickstone Café, Bedros Kaya

In considering the request for yet another common victualler's license at Broadway Plaza, we implore you to enforce the existing regulations against parking and unloading on Alton Street. The existing food establishments use Alton Street as their loading dock all day, every day, in flagrant violation of the posted "no parking" areas.

Please remind the petitioners that their deliveries are to come from the area behind their business, and not from the fire lane, and not from Alton Street.

These matters materially affect our quality of life and the quiet enjoyment of our home. Previous attempts to negotiate with the already existing establishments have been unsuccessful.

Very truly yours,

Michael and Susan Ruderman
9 Alton Street, Arlington
amruderman@gmail.com
(781) 929-7847



Town of Arlington, Massachusetts

CITIZENS OPEN FORUM



Town of Arlington, Massachusetts

For Approval: Handicap Parking Sign Request

Summary:

Deborah Keeley for William Haxton, 15 Peirce Street

ATTACHMENTS:

Type	Description
<input type="checkbox"/> Reference Material	Police Recommendations, Handicap Application

ARLINGTON POLICE DEPARTMENT

CHIEF OF POLICE

Frederick Ryan



Town of Arlington

MASSACHUSETTS 02474

POLICE HEADQUARTERS

112 Mystic Street

Telephone 781-316-3900

Facsimile 781-316-3919

MEMORANDUM

TO: Marie Krepelka
Board Administrator

FROM: Officer Corey P. Rateau
Traffic and Parking Unit

DATE: August 26, 2015

RE: Handicap Parking Request @ 15 Peirce Street

Per your request, the Traffic and Parking Unit has reviewed the petition by Deborah Keeley to have a handicap parking space designated in front of her residence at 15 Peirce Street to accommodate her father that resides with her. After reviewing the location and seeing that access to the rear of the building would appear to be much more difficult by requiring him to use a number of steep steps as opposed to only having to walk up a couple of shallower steps to the front, we would have no objection to the designation of such a space.

If granted, Ms. Keeley should be advised that the space is not for their exclusive use and that anyone with a handicap plate or placard may utilize it. She should also be advised that as explained in the Massachusetts Office on Disability's handout, "Disability Rights Laws in Massachusetts," a handicap plate or placard would not exempt them from the town's overnight parking ban nor would it allow them to use the space during declared snow emergencies.

CPR

Cc: Frederick Ryan, Police Chief
Capt. Julie Flaherty, Support Services Commander
Lt. Paul Conroy, OIC / Traffic, Details and Licensing
Arlington Fire Department Operations
Adam Chapdelaine, Town Manager

"Proactive and Proud"

RECEIVED
AUG 11 5 30 AM '15

TOWN OF ARLINGTON
Residential Handicap Parking Sign Application

Name: Deborah & David Keeley
(Daughter of person needing the Handicap Space)

Address: 15 Peirce St. Apt 2 Arlington

Telephone: Home: 781-643-2305 Work: Cell: 781-710-6009 - Deb
781-572-6054 - David

Date: 8/16/2015

Please read the Board of Selectmen Residential Handicap Parking Sign Policy prior to completing this application. If you have any questions regarding the application process, please contact the Office of the Board of Selectmen.

1. Please attach a photocopy of your handicap placard, or documentation that you have a handicap plate. It is not necessary to attach any additional documentation.
2. Are you the owner of your residence? Yes
3. Do you have off-street parking? Yes
4. If yes, how many off-street spaces? Many (both sides of street)

On the reverse side of this page, please provide the general reasons why the granting of such a space will increase your ability to access/egress your home. When providing your reasoning, you should address those questions listed in the Off-Street Parking section of the Board's policy, found on page two, that are relevant to your application.

When you have completed this application, and attached a photocopy of your placard, or documentation of your plate, please forward your application to the Office of the Board of Selectmen. Within two weeks you will be contacted regarding your application.

Dear Board of Selectmen,

I would like to apply for this Handicap Parking space for my father who lives in the house with us. (Both my mother and father have handicap placards.)

My father is 87 and has much trouble walking. He uses a cane but is still unsteady on his feet. He also has just been diagnosed with lung cancer and will be receiving radiation treatments starting this week (every day) and continuing for 5-6 weeks. It is a long walk for him to go out the front door of our house and walk down the driveway to the garage (approx. 100').

Neighbors & their visitors sometimes park in front making it hard for my parents to unload groceries as well. We bought the house with them to be able to help them in their older years and the Handicap parking space would help them to be as independent as they possibly can until they can no longer drive.

This would be tremendous and mean so much to us if approved. I have attached everything you might need. There are only 4 steps on the front of the house, therefore they don't use the back stairs anymore since it is a full flight. If he uses the car, he leaves it out front and I put it into the garage at night. The driveway is single car wide so he can't park at the top and block our other tenants in.

S:\JEAN\Residential Handicap Parking Sign Application.doc

There is no room on our property for any adjustments in the off street parking. We have very little land on each side of the house.

Thank you for considering our request.
BEST, Deb Keeley

P84734102

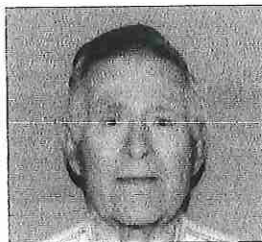
Expires:

10-09-18

**Disabled Persons
Parking Identification Placard**



Rachel Kaprielian Registrar



HAXTON

WILLIAM

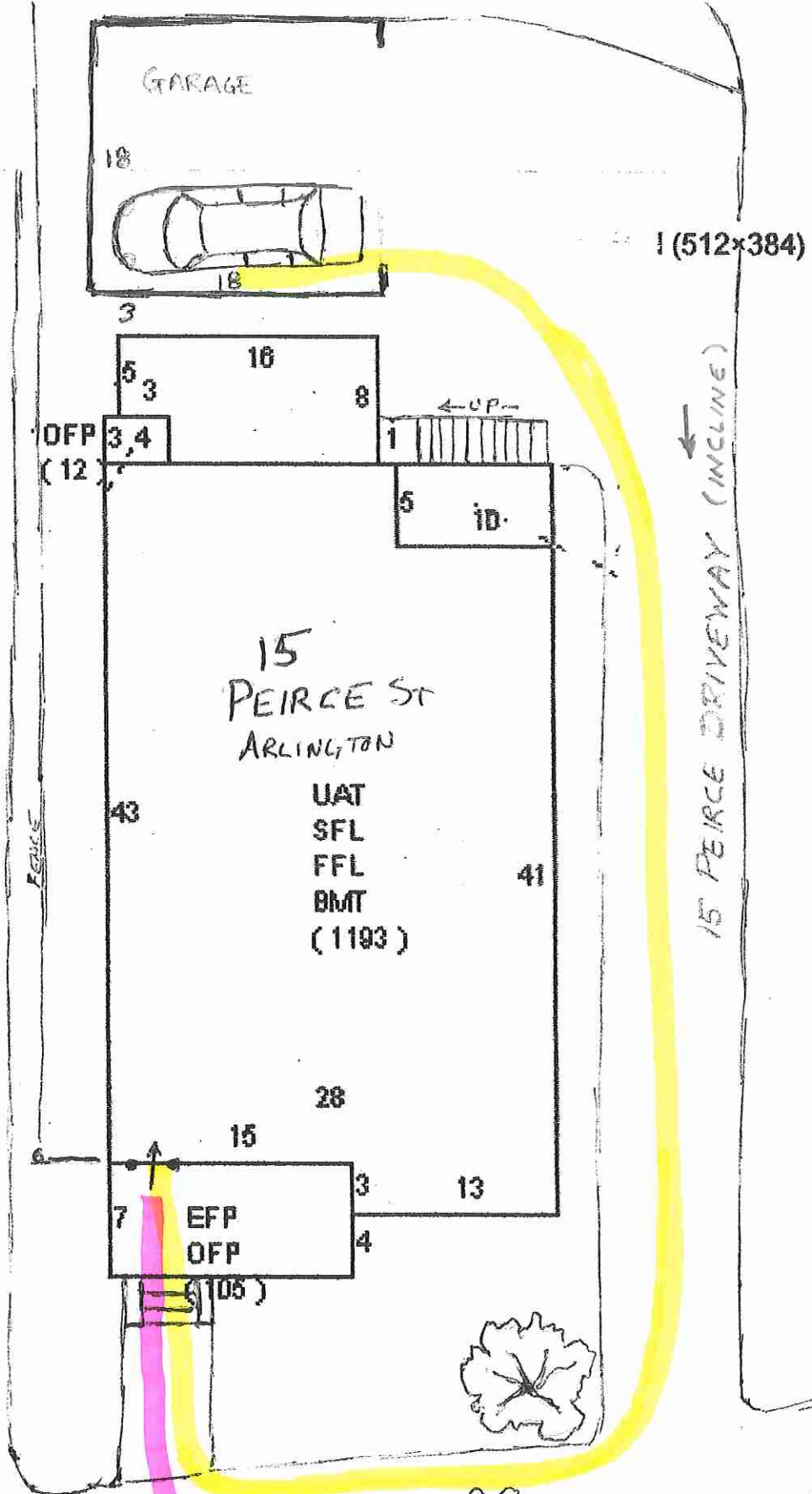
R

**Commonwealth of
Massachusetts**



9H

21 PEIRCE DRIVEWAY



1 (512x384)

OFF (12)

← UP →

id.

15
PEIRCE ST
ARLINGTON

UAT
SFL
FFL
BMT
(1193)

43

41

28

15

3

13

7

EFP
OFF

4

(105)

13 PEIRCE ST
ARLINGTON

WALKING ROUTE

NOW

NEW

OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR
DIANE M. MAHON, VICE CHAIR
DANIEL J. DUNN
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

August 31, 2015

Deborah Keeley
15 Peirce Street Apt. 2
Arlington, MA 02476

Dear Ms. Keeley:

The Board of Selectmen will be discussing your request on behalf of your dad for a residential handicap parking space at their meeting on Monday, September 21st in the Selectmen's Chambers, Town Hall, 2nd Floor. The meeting begins at 7:15 p.m. You are invited to be in attendance at this meeting.

Kindly call the office of the Board of Selectmen to confirm the date and time with either Mary Ann or Fran.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script that reads "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Presentation: East Arlington Public Art Project - Consultant

Summary:

Adam W. Chapdelaine, Town Manager

Cecily Miller, Public Art Consultant

ATTACHMENTS:

Type	Description
▣ Reference Material	Memorandum to Board
▣ Reference Material	Proposed Project Timeline



**Town of Arlington
Office of the Town Manager**

Adam W. Chapdelaine
Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us
Website: www.arlingtonma.gov

To: Members of the Board of Selectmen

From: Adam Chapdelaine, Town Manager

RE: East Arlington Public Art Project – Consultant Introduction

Date: September 17, 2015

This agenda item is focused on introducing the consultant hired by the Town to facilitate the process of soliciting, selecting, and installing public art on the Mass Ave Corridor in East Arlington. The selected consultant is Cecily Miller, and she brings a robust background in successful public art processes to Arlington. Cecily will also inform the Board regarding her proposed process (see attached) and timeline for the project.

As the Board may recall, this project was funded via warrant article at this year's Town Meeting.

CECILY MILLER

617.331.1715 • cecily@cecilymiller.com • www.CecilyMiller.com

Proposal for Public Art Consultancy for the Town of Arlington

I. Introduction

The Town of Arlington, MA seeks a consultant to lead it through a process to commission public art that will enrich cultural life in the community and contribute to the economic vitality and public profile of East Arlington. This document introduces my qualifications to assist the town in refining and realizing these goals and then offers a relatively low-cost and high impact model for moving forward: a temporary, participatory, site-responsive art project developed for the public spaces of the commercial district along Massachusetts Avenue in East Arlington.

A large scale temporary and participatory project would build on the success of initiatives such as the Switchbox Project, emphasizing community engagement and laying the groundwork for future initiatives. The many programmatic advantages of this approach, which has become the choice of many cities around the nation, are described below in Section III. This strategy also addresses the challenge that no funding is in place to implement a permanent commission and – currently – there is no identified staff, organization, or volunteer leadership who have this responsibility.

However, if the Town of Arlington decides that a permanent commission is the preferred option, I would be happy to lead a community based process to develop a site profile and RFQ, to oversee the artist selection process, and to deliver an inspiring proposal from the selected artist which could be used as a basis for fundraising along with a fundraising plan. In this case, I would use the methodology outlined in this proposal with a few modifications; the emphasis might be slightly different, with the focus shifting towards creating a durable object or street feature and, perhaps, away from community participation in fabrication and content.

II. Qualifications

After serving as a leader in the community arts field for more than 20 years, I now consult on projects that bring together artists and people from all walks of life to create meaningful public art projects that enhance and celebrate a sense of community and place. I am excited at the opportunity to facilitate a project with this potential in Arlington, a town where I once lived and which I enjoy visiting.

As the first director of the Somerville Arts Council I led a process that developed an all-volunteer commission into one of the most highly regarded city arts agencies in the Commonwealth. In addition to administering \$70k in grants annually, I oversaw two permanent public art projects (one commissioned as part of development in Union Square and the other a Korean War Memorial) and launched many signature initiatives that transformed the city of Somerville. These ranged from the annual *ArtBeat Festival* and holiday light *Illuminations Tour* to the *Mystic River Mural Project* (an education and employment program for at-risk teens), the *Switchbox Project* (the first in the area), and an oral history/photography project focused on ethnic gardens. The Council's central role in the life of the city was acknowledged by one of the first Commonwealth Awards in the category of "Community."

As Executive Director of the Forest Hills Educational Trust in Boston, I pioneered the use of a beautiful historic site and arboretum as a venue for site-responsive temporary art. In that capacity, I led projects that commissioned artists to respond to the themes of family, memory, history, nature, and mortality – all so poignantly present in the Victorian landscape of the Forest Hills Cemetery. I also raised funds for a permanent commission, a bronze ancestral African-American female guardian figure by Fern

Cunningham. The Trust's visual arts initiatives were complemented by an array of engaging artistic and educational activities. These included: regular concerts and poetry readings, an annual memorial event called the *Lantern Festival*, a traditional Day of the Dead celebration, and an array of walking tours and educational programs for children. Together, these cultural programs drew tens of thousands of new visitors to discover a previously obscure historic treasure; the Trust won extensive media attention, including placement on top ten lists for "places we love" and "art exhibitions."

I have served on numerous grant evaluation panels and juries, and am a reviewer for a family foundation that focuses on catalogues for contemporary art exhibitions around the country. Recent consultations include an assessment of model outdoor sculpture programs in botanic gardens around the U.S. and producing a series of popular interactive programs to complement the Boston Society of Architect's 2014-15 *StereoType* exhibit. I am a current member of the Organizing Committee for *HonkFest*, a major public celebration in Somerville. My focus on the committee is to heighten the visual appeal and impact of the Festival's parade of local activist groups and street marching bands from around the world. In addition I seek out (and recently began to blog about) public art and exhibitions of contemporary art whenever I travel (*StopGoLinger.blogspot.com*).

Conceptual Proposal: Public Art in East Arlington

This proposal outlines a process for the Town of Arlington -- in partnership with East Arlington businesses, the Arlington Public Art Committee, arts activists, and interested residents -- to shape a successful temporary public art initiative that will expand the town's identity as a community that values and promotes the arts without requiring a daunting investment of financial resources. There are many advantages to using the model of temporary and site-responsive art, which has become a trend in cities and towns across the country:

- **Affordability** – meaningful and high quality temporary projects can be accomplished on modest budgets, because work can be fabricated with less durable and more economical materials as well as simpler installation methods. The community's focus can thus be on making art rather than on fundraising.
- **Expression and innovation** – temporary work can make a different kind of statement -- experimental, inventive, and playful – in part because the work does not become a permanent feature of the streetscape.
- **Scale** – even with a relatively small budget, a temporary project can be designed to achieve a large scale with strong visual impact.
- **Community engagement** – often, temporary projects enlist community members in fabrication, incorporating the skills or stories of local residents. People can get involved, and this diversifies the ownership as well as the content of the work while building a sense of shared community.
- **Strengthening the constituency for art** – successful projects educate participants about the value of public art – value which they see first-hand and had a part in creating – and build support for future efforts.
- **Dynamic versus static** – when part of an ongoing effort, changing temporary projects animate public spaces with new, unexpected, and engaging experiences and interactions.

My goals in developing a temporary art program for Arlington will include:

- Facilitating a public dialogue exploring the possibilities for innovative and experimental public art in Arlington.
- Engaging the local business community and town residents in project planning and implementation.
- Developing a work that reflects the character and/or history of East Arlington.

- Selecting an artist who can shape positive experiences for public participation and lead the creation of a work that increases the sense of identity and place in this area of the Massachusetts Avenue corridor.
- Managing a high quality project that will inspire participation and provide a model for future efforts.
- Building community support for future public art initiatives.
- Identifying sources that will help to sustain Arlington's commitment to public art.

In addition to Arlington's recent *Switchbox Project*, examples of temporary art that respond to context and enliven the urban environment include:

- Ross Miller's banners made of small lights woven into a pattern of stars suspended over the streets of Harvard Square, which festively illuminate the area at night.
- Magda Sayeg's colorful knitted sleeves for 69 parking meters along one street in multicultural Brooklyn; sleeves were donated by people across the country.
- Liz LaManche's "tattooed" mural of maritime motifs from around the globe inked onto the surface of a concrete pier in the Boston Harbor Ship Yard in East Boston.
- Dan Sternof Beyer and Bevan Weisman's interactive kiosk containing recorded observations and stories they collected from neighborhood residents living near the Boston Center for the Arts plaza, where the piece was located.

As part of an initial year-long implementation process, I propose to organize a series of public presentations about projects like these, in order to expand Arlington residents' vision of what can be accomplished through public art initiatives, to spread the word about Arlington's plans, and to build participation and support from the community. These could take place throughout the project, and during Phase 4 outlined below.

Proposed Project Phases

A potential phased project implementation process is outlined below to help Town of Arlington decision-makers design a possible project approach. This approach is flexible and will have mutually agreed upon checkpoints with the key stakeholders/decisionmakers that may require revisions to the timeline as the project unfolds.

PHASE I: Introduction (September to November, 15% of fee)

- Meet with stakeholders, decision makers and possible collaborators to understand their individual needs, goals, and desired participation level.
- Hold an open community meeting in East Arlington.
- Identify and convene a Project Advisory Group.
- Public presentations of inspirational/model projects.
- Start outreach to artists.

PHASE 2: Assessment (November to April, 15% of fee)

- Public presentation of inspirational/model projects.
- Host three to five meetings with Project Advisory Group to develop site profile, project goals and conceptual underpinnings.
- Write-up minutes or report from these meetings that will be made available to selected artist to guide their project development.
- Finalize project design and budget.

PHASE 3: Fundraising (April to May, 10% of fee)

- Write a fundraising plan with input and participation from the Project Advisory Group, stakeholders, the local business community and the city manager.
- Support the Project Advisory Group, stakeholders, the local business community and city manager in securing funds.

PHASE 4: Mini-projects (April to September) (10% of fee)

Plan and implement 2-5 small scale public art happenings in East Arlington to raise visibility for the project and celebrate completion of the street scape. For example: bring John Tagiuri's giant chess set to East Arlington for a chess festival (in collaboration with the Arlington Library) or invite artists to decorate the poles of parking meters.

PHASE 5: Artist Selection (May to September, 15% of fee)

Please note: this Phase could be shortened and simplified if the artists are chosen without a public process. For example, I could act as curator and invite a smaller number of experienced artists to apply, and the final candidate could be selected by the Project Advisory Group or by an Art Jury. For the purposes of this proposal, I have outlined a public process.

- Write and issue a public Request for Qualifications to the artistic community. Solicit applications from identified artists. Process applications.
- Convene an Art Jury.
- Manage an artist selection process inviting 3-5 artists to submit preliminary proposals and selecting one or two for implementation.

Phase 6: Contract with Artist (September, 5% of fee)

- Work with artist and town manager to finalize artist's scope of service and plan for community outreach/participation.

Phase 7: Implementation (Timeline TBD by selected artist's proposal, 25% of fee)

- Organize a kick-off event.
- Work with artist, Project Advisory Committee, Town of Arlington and other stakeholders to oversee project
 - Manage community engagement
 - Secure additional resources and permissions as necessary
 - Oversee installation.
- Organize celebration and any collateral events.

Phase 8: Conclusion (5% of fee)

- Project evaluation.
- Determine whether to continue with new temporary projects, perhaps on an annual cycle, or work towards a permanent commission.
- Develop plan for future initiatives.

This kind of initiative can grow into an annual event, perhaps staged at different locations, or can lay the groundwork for a permanent commission.

Options and Budget

This proposal suggests that the town focus on temporary rather than permanent art installations. Accordingly, this proposal does not include a timeline and budget for a permanent commission; Phase 3, Fundraising, would be expanded to support a permanent work if this is chosen as the desired outcome of the project.

The scope of a temporary art project will vary according to the size of the budget for artist's time and materials. Modest funds are also necessary for associated programming, events, and publicity. To avoid immediate fundraising challenges it will make sense for Arlington to launch this process with a realistic budget and corresponding expectations.

Ideally, *Chairful Where You Sit* would continue into FY2016 and provide a proven mechanism for raising funds this public art initiative. A part of this consultancy could include working with Adria Arch and other volunteers to facilitate a new model where the leadership and workload for this vital and successful initiative are shared. In any case, an initial budget projection of \$5,000 to \$10,000 for artist's stipend and materials seems reasonable; this number will need to be tested during the Assessment and Fundraising Phases.

Permanent Commission

Permanent commissions have to be engineered to withstand weather and physical stresses just like any element of street furniture, but have additional cost of being unique and innovative -- comparable to a "prototype" versus being manufactured in quantity. Durable materials, footings, and pavings or other surface treatment usually require an artist to contract out fabrication and installation. In this context, \$100,000 is a modest budget.

If the Town prefers to aim for a permanent commission, I would recommend a similar process for developing goals and a site profile. I would implement a 2-tiered process to select the artist:

- Issue an RFQ;
- Convene an art jury to review these applications;
- Select 3 to 5 artists to develop proposals;
- Make a final selection for the commission based on these proposals; and,
- Obtain a detailed proposal with accurate specs for fabrication and installation from the finalist to use for fundraising.

The fundraising plan and implementation will become a more central aspect of the project. The larger budget needed to ensure successful completion would require a solid fundraising plan with identified sources and fundraising leadership (volunteer and/or staff). Typically, but certainly not always, at least some funding should be in place *before* an artist is selected, and/or a likely source of funding such as a community foundation have signaled interest. However, communities have successfully raised funds after selection, using an artist's visionary proposal as an inspiring basis for fundraising. In this case, in order to attract qualified candidates to a project that is not guaranteed, the Town would have to plan to pay significant proposal development fees to 3 (or more) competing candidates selected from the RFQ.

Consultant Fee

Given the \$12,000 budget available, I propose a fee of \$10,000 for the services outlined in this proposal, and I propose to allocate the remaining \$2,000 towards the artist's fee for project implementation so that there is seed money in place. Funds would also have to be secured for speaker's fees, printing, and any associated special events (such as refreshments or music at an opening celebration).

If the Town of Arlington decides in favor of a permanent commission, I would propose a consulting fee of \$12,000 to cover an expanded fundraising component.



Town of Arlington, Massachusetts

For Approval: PIGC Recommendations

Summary:

Steven M. Byrne, Selectman
Adam W. Chapdelaine, Town Manager
Laura Wiener, Asst. Planning Director

ATTACHMENTS:

Type	Description
□ Document for Approval	Memorandum to Board



**Town of Arlington
Office of the Town Manager**

Adam W. Chapdelaine
Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us
Website: www.arlingtonma.gov

To: Members of the Board of Selectmen

From: Adam Chapdelaine, Town Manager

RE: Arlington Center Parking Plan

Date: September 17, 2015

At the Selectmen's meeting of October 6, 2014 the Board adopted the recommendations in the Arlington Center Parking Management Study, conducted for the Town by Nelson/Nygaard. The study recommended implementation of a paid parking strategy for on- and off-street parking in Arlington Center in order to improve parking availability. The Board also approved creation of a Parking Implementation and Governance Committee (PIGC), which has been meeting about twice a month since April 2015. Some of the operational decisions are as follows:

- IPS was chosen as vendor for new multi-space meters in Russell Common and Railroad Lots. Fee is \$.50/hour, from 8 am to 8 pm, as recommended by Nelson/Nygaard. Installation of these meters has been completed.
- Pay and Display has been chosen, because it is the lowest cost solution. Pay by space requires poles installed to mark each space, or frequent painting of numbers on pavement for each space. This decision can be re-evaluated and changed to Pay by Space at any time.
- IPS was chosen as vendor for single space meters on street. Fee is \$1.00/hour, 4 hour limit, 8 am to 8 pm, as recommended by Nelson/Nygaard. Procurement of poles and installation is underway. We hope to be able to install the single space meters before winter.
- Permits – Permits will continue to be sold, but permit designated spaces will be eliminated to provide more flexibility between permit and metered spaces. Businesses and their employees will be encouraged to buy permits and park in the Russell Common Lot.
- New signs have been designed and will be fabricated by the DPW Sign Shop for the Russell Common Lot. All existing signs in the lot and on the street will be removed. New signs will be designed for non-metered spaces in the Center (Academy, Maple and Pleasant Streets, and others)

- The Committee decided that the designation of a “Loading Zone” was not warranted at this time, but Town staff is committed to working with Starbucks to manage its delivery schedule in coordination with abutting uses.
- Revenue – The Committee still recommends using the revenue generated for three purposes:
 - Covering costs of managing and enforcing parking regulations
 - Maintaining the current amount of parking revenue allocated as a general fund revenue
 - Investing in a Parking Benefit District

We would also like the Board’s approval of the following recommendations:

- Taxi Stands - The Committee recommends that the 2 taxi stands on Medford Street in front of the Regent be moved to the Russell Common Lot, and those spaces to become metered parking. The 2 taxi stands on Mass. Ave. approaching Medford Street will remain taxi stands for the time being, to be re-evaluated in the future.
- ADA Space - The Committee recommends that an additional handicapped accessible space be added on Medford Street, on the left side near Leader Bank.
- The Committee recommends some additions and changes to spaces at the Russell Common Lot:
 - An Electric Vehicle (EV) charging station with one designated space and one optional space (to be made clear via signage).
 - One additional Zipcar space
 - 2 new taxi stands

The Committee plans to monitor and re-evaluate all of these items over the next 6-12 months. Some of the issues to be monitored are:

- Taxi stands
- Pay and Display vs. Pay by Space
- Permit spaces not designated.
- 15 Minutes Free
- Rates and Time of Regulation.
- Turnover Goal – The committee will determine whether increased parking availability has been achieved and make follow up recommendations accordingly.



Town of Arlington, Massachusetts

Update on Mugar Property Site Approval Application

Summary:

Douglas W. Heim, Town Counsel



Town of Arlington, Massachusetts

Thanks to Chief Ryan for His Leadership

Summary:

Lori Kenschaft on behalf of Rev. Marta Flanagan and John Hodges, First Parish Unitarian Universalist of Arlington

ATTACHMENTS:

Type	Description
<input type="checkbox"/> Reference Material	Correspondence from First Parish of Arlington

From: Lori Kenschaft <ljk@tigana.org>
To: mkrepelka@town.arlington.ma.us
Date: 09/16/2015 10:28 AM
Subject: cc of letter to Chief Ryan

Dear Ms. Krepelka,

On behalf of Rev. Marta Flanagan, the minister of the First Parish Unitarian Universalist of Arlington, and John Hodges, the chair of our governing board, I would like to share with the Board of Selectmen the attached letter of appreciation that we recently sent to Police Chief Fred Ryan. We are grateful for the constructive and innovative work of Arlington's Police Department, and we would like the Selectmen to know that we support this good work.

We hope you will forward this letter to the Selectmen.

Thank you!

Best wishes,

Lori Kenschaft

Attachments:

File: Chief Ryan September 2015.pdf	Size: 97k	Content Type: application/pdf
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First Parish a liberal religious community welcoming to all

first gathered 1739

became Unitarian 1829

First Universalist Society organized 1840

First Parish Unitarian Universalist created from their merger 1965

630 Massachusetts Avenue Arlington MA 02476 781 648 3799 www.firstparish.info

September 9, 2015

Chief Fred Ryan
Arlington Police Department
112 Mystic Street
Arlington, MA 02474

Dear Chief Ryan,

The members of First Parish Arlington thank you for your leadership in improving the Arlington Police Department's responses to people in vulnerable populations and encouraging the use of restorative justice practices in Arlington.

We especially thank you for the new Arlington Outreach Initiative, which recognizes addiction as a disease and aims to reduce its devastating effects by providing addicts and their families with information, access to treatment, and Narcan. Several families in our First Parish community have lost young people to addiction, and we know that this initiative may well save lives.

We would also like to congratulate you on the renewed grant funding for the Jail Diversion Program. We are very grateful that Arlington is able to provide a mental health clinician who works with officers to respond to the needs of people whose behavior reflects underlying mental illnesses, substance abuse problems, and/or developmental disabilities. We agree with you that incarcerating such people is often counter-productive as well as deeply lacking in compassion.

Finally, we appreciate your support of restorative justice ideas and programs, both in Arlington and statewide. Restorative justice, we believe, is important for keeping people out of the criminal justice system, promoting reconciliation and healing, and creating a better model for justice-making in our communities. We are proud that Arlington's Police Department participates in the Communities for Restorative Justice program. We are also grateful for your active support of the Act Promoting Restorative Justice Practices (H.1313/S.71) that was filed by Arlington's Representative Sean Garballey and Senator Jamie Eldridge.

Thank you very much for your leadership in making Arlington a safe community for all of our residents, including those with special challenges or going through hard times.

Sincerely,

For First Parish Arlington

John Hodges
Chair, Parish Committee,
the governing board of First Parish Arlington

Rev. Marta Morris Flanagan
Minister

Lori Kenschaft
Coordinator, Mass Incarceration Working Group
of First Parish's Social Justice Committee

Cc: Arlington Board of Selectmen
Arlington Advocate
Boston Globe
First Parish Spire



Town of Arlington, Massachusetts

Need to Designate 'Straight Lane' Across Massachusetts Avenue from Park Avenue

Summary:

Jeffrey Hadden via Request /Answer Center

ATTACHMENTS:

Type	Description
▣ Reference Material	Correspondence from J. Hadden

Service Request Work Order # _____

Requested: ☐

Routine Maintenance: ☐

Emergency: ☐

Address 1	Reference No: W059238-091515
Address 2	Request Status: Initiated
City	Service Request Type: General Board of Selectmen Request
State/Province	Priority: Medium
Zip/Postal Code	Assigned To: 1 BOSadmin
Provide details here	Email: jsolhadden@gmail.com
Going South on Park Ave., I've noticed that there is often confusion by drivers queued up to go through the intersection with Mass. Ave. It is clear that if you are turning right, you should go in the right lane and if you want to turn left, you should be in the left lane, BUT it's not clear which lane you should be in if you want to go straight. Sometimes cars in both lanes go straight and narrowly avoid hitting each other as they try to fit into the one lane south of Mass Ave. I would suggest marking the lanes on the pavement with the turn options so as to avoid this confusion. I don't know which lane should be the straight one, but seems like one should be selected and designated.	Name: Jeffrey Hadden
	Phone: --
	Address: 198 Sylvia Street
	City: Arlington
	State/Province: MA
	Zip/Postal Code: 02476
	Create Date: 9/15/2015 10:49:00 PM
	Update Date: 9/15/2015 10:49:00 PM
	Source: Web

Employee Responsibility

Note: All requests will remain "Open" until you return this form.

Action Taken:	Date:
	Time:
No Action Taken (Reason):	Date:
	Time:

Signature: _____



Town of Arlington, Massachusetts

Need to Improve Bike Path Safety by Soccer Fields

Summary:

Barbara Brys, Bedford, MA

ATTACHMENTS:

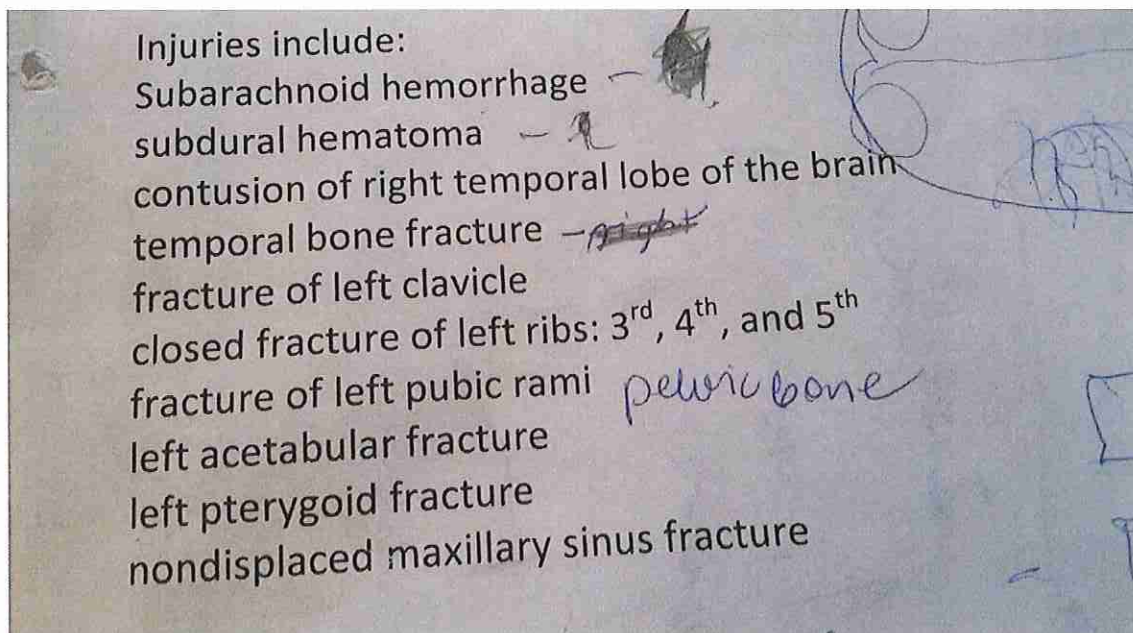
Type	Description
<input type="checkbox"/> Reference Material	Brys Correspondence

Complain to Town of Arlington

To the Board of Selectmen for the Town of Arlington

My name is Barbara Brys and I am a resident of Bedford, MA. I would like to bring to your attention the lack of safety measures surrounding the bike path in the Town of Arlington and its consequences.

On June 13, 2015 I was biking on the Minute Man biking path thinking that I was safe, as I was wearing a helmet and was on a path designed for bikers. How wrong I was. While biking along a soccer field in the Arlington portion of the path, a soccer ball flew onto the bike path and caused me to have a severe fall. Someone had kicked the ball so hard that it crossed from the unfenced field onto the path and hit me like a bomb. I fell over the handlebars, and lost consciousness due to the skull fracture and brain bleeding that I sustained, amongst many other injuries. Thankfully someone called for help. I was brought to Massachusetts General hospital where I had to fight for my life. I spent several weeks in the intensive care unit in severe pain from the many fractures I sustained, including the skull fracture, hip fracture, pubic bone fractures, rib fractures, clavicle fracture, as well as fractures to facial bones. These fractures are still healing and I have significant cognitive impairment and functional deficits from the brain trauma. I also have hearing loss due to middle ear damage. The doctors are still amazed that I survived. Attached is a list of my injuries from one of the hospital reports as well as the police report.



I left the hospital and Spaulding Rehabilitation Center after 6 weeks. I continue to undergo physical, occupational and speech therapy. My brain injuries cause constant fatigue and debilitating headaches. The medical bills pile up, and I am in jeopardy of losing my job if I continue to be disabled.

Complain to Town of Arlington

I am writing this letter to motivate the Town of Arlington to improve the safety of the bike path around the soccer fields. I strongly feel that all my struggles could have been prevented if additional safety features were implemented around the soccer field. A simple fence to catch any 'run-away' balls from exiting the field would be enough. This type of incident can happen to anyone, maybe even small child who would be less lucky and may not survive.

I urge you to take this recommendation seriously and respond to my complaint as quickly as possible.

Sincerely,

Barbara Brys

Phone: 781-275 -3656

Address: 24 Wayte Rd, Bedford , MA, 01730

Police report is attached below

Complain to Town of Arlington



ARLINGTON POLICE
ARLINGTON, MA

<u>INCIDENT # / REPORT #</u>	<u>OFFICER</u>	<u>RANK</u>	<u>REVIEW STATUS</u>
15013566 / 1	SMITH R	PTL	APPROVED

INCIDENT #15013566 DATA

As Of 06/13/2015 10:34:19

BASIC INFORMATION

<u>CASE TITLE</u>	<u>LOCATION</u>	<u>APT/UNIT #</u>
MEDICAL ASSIST	424 SUMMER ST	
<u>DATE/TIME REPORTED</u>	<u>DATE/TIME OCCURRED</u>	
06/13/2015 09:49:33	On or about 06/13/2015 09:49	
<u>INCIDENT TYPE/OFFENSE</u>		
ASSIST		

PERSONS

<u>ROLE</u>	<u>NAME</u>	<u>SEX</u>	<u>RACE</u>
REPORTING PERSON	NARGHESE, ROBIN	MALE	BLACK
	ADDRESS: 27 CHESTER ST ARLINGTON, MA		

[NO OFFENDERS]

[NO VEHICLES]

PROPERTY

<u>CLASS</u>	<u>DESCRIPTION</u>	<u>MAKE</u>	<u>MODEL</u>	<u>SERIAL #</u>	<u>VALUE</u>
BICYCLES	TREK BICYCLE	TREK			

OFFICER REPORT: 15013566 - 1 / SMITH R (PTL)

Complain to Town of Arlington

PROPERTY

<u>CLASS</u>	<u>DESCRIPTION</u>	<u>MAKE</u>	<u>MODEL</u>	<u>SERIAL #</u>	<u>VALUE</u>
BICYCLES	TREK BICYCLE	TREK			

OFFICER REPORT: 15013566 - 1 / SMITH R (PTL)

<u>DATE/TIME OF REPORT</u>	<u>TYPE OF REPORT</u>	<u>REVIEW STATUS</u>
06/13/2015 09:49:33	INCIDENT	APPROVED

NARRATIVE

On Saturday, 06/13/15, at approximately 0949 hours, while assigned to Sectors 3 and 5, I, Officer R. Smith was dispatched to the Bike Path behind 424 Summer St to investigate a report of an unconscious party.

Upon arrival, I observed an unknown party on the ground of the bike path behind the soccer field conscious. I relayed this information to Dispatch

<http://10.102.10.18/QED//policepartner/common/crimeweb/ineview/main.jsp?agency=AR...> 6/18/2015

Main Form

Page 2 of 2

and stabilized the patient until Rescue arrived. She was transported to MGH. The party had no ID on her and her name is unknown at this time because she does not speak English. The RP Robin Narghese stated a soccer ball collided with her bicycle, causing her to fall off. The bicycle was transported to the station, tagged, and placed in Garage Storage. While I was tending to the unknown party on scene, a separate party Katie Rae passed out while assisting. I relayed this information to Dispatch. She quickly gained consciousness, and her husband Zen Chu stated she frequently has seizures and passes out. She refused medical attention with Rescue.

Arlington Police Department
"Proactive and Proud"



Officer Name: R. Smith
Report #: 15013566

Purchase your crash report after 72 hours at
GetCrashReports.com
or at the Arlington Police Department



Town of Arlington, Massachusetts

NEW BUSINESS



Town of Arlington, Massachusetts

EXECUTIVE SESSION



Town of Arlington, Massachusetts

Next Scheduled Meeting of BoS October 5, 2015.